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Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

22 Jul 2026

REGIONAL MEMORANDUM
ESSD-2026-168

**ESTABLISHMENT, REFURBISHMENT, AND OPERATIONALIZATION OF
CENTRAL KITCHENS FOR THE SCHOOL-BASED FEEDING PROGRAM (SBFP)**

To: Schools Division Superintendents
All Others Concerned

1. In line with the Department of Education's continuing commitment to improving the nutritional status, school attendance, and academic performance of learners, this Office institutionalizes the establishment, refurbishment, and operationalization of Central Kitchens (CKs) to support the efficient and effective implementation of the School-Based Feeding Program (SBFP).
2. This Memorandum is anchored on the Implementing Rules and Regulations (IRR) of Republic Act No. 11037, which provides that the Department of Education shall implement the School-Based Feeding Program in public elementary schools and coordinate with relevant agencies and Local Government Units (LGUs) to address child undernutrition.
3. To strengthen the implementation of the SBFP, all Schools Division Offices (SDOs) are encouraged to establish or refurbish at least one Central Kitchen (CK) per division. SDOs with existing Central Kitchens are urged to establish or refurbish at least one additional CK. The proposed Central Kitchens may adopt practical and context-appropriate approaches, such as:
 - a. Refurbishment of available spaces, including unused classrooms or existing kitchen areas,
 - b. Conversion of available spaces within the school compound into functional feeding kitchens,
 - c. Construction of simple but operational kitchen facilities within any buildable space inside the school, or
 - d. Improvement or expansion of existing kitchens to enhance feeding operations.
4. All SDOs are directed to strengthen partnerships with LGUs and other stakeholders, as these are major sources of support for the establishment and improvement of Central Kitchens. Support from partners may take the form of financial assistance, construction or refurbishment materials, kitchen equipment and utensils, manpower and transportation vehicle. These partnerships will greatly contribute to the sustainability of providing nutritious hot meals to the target beneficiaries of the SBFP.
5. All proposed kitchen establishment or refurbishment initiatives shall be undertaken in coordination with the Division Engineers, who shall:
 - a. Provide technical assistance on kitchen layout and design;
 - b. Ensure that facilities meet basic standards on sanitation, ventilation,



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

- safety, and functionality; and
- c. Assist in developing cost-efficient and practical kitchen designs suited to the available space and budget.
6. The roles and responsibilities of the participating administrative levels and key personnel are defined as follows:
- A. The Regional Office shall:
- a. Provide policy guidance and overall direction to SDOs in the planning and implementation of the establishment, refurbishment, or improvement of Central Kitchens;
 - b. Facilitate regional coordination and support to ensure that SDOs integrate the establishment or refurbishment of Central Kitchens as a key component of the implementation of the School-Based Feeding Program; and
 - c. Monitor and evaluate the progress of Schools Division Offices in the establishment or refurbishment of Central Kitchens and document good practices and innovative models across the region.
- B. The Schools Division Offices shall:
- a. Lead the planning, coordination, and establishment or refurbishment of Central Kitchens in target schools, ensuring alignment with SBFP operational guidelines and available resources;
 - b. Ensure proper allocation of available funds for the establishment, refurbishment, or improvement of Central Kitchen facilities in participating schools;
 - c. Identify priority schools and suitable spaces for kitchen establishment or refurbishment based on need, space availability, and feasibility;
 - d. Facilitate stakeholder engagement and partnership development;
 - e. Provide technical guidance and administrative support to schools;
 - f. Manage and oversee the utilization of the Program Support Funds (PSF) of SBFP, ensuring that expenditures related to the establishment or refurbishment of Central Kitchens are necessary, reasonable and aligned with program objectives;
 - g. Coordinate with the Division Finance, Budget, and Accounting Units to facilitate the proper processing, documentation, and liquidation of expenses related to kitchen establishment or refurbishment; and
 - h. Monitor progress and document best practices.
- C. The schools shall:
- a. Facilitate the identification of recipient schools with available spaces for kitchen establishment or refurbishment;
 - b. Coordinate with local stakeholders for support in school kitchen operations;
 - c. Ensure proper operation, sanitation, and maintenance of kitchen facilities;
 - d. Oversee the operation and maintenance of established or refurbished Central Kitchens, ensuring that these are functional, safe, and suitable for meal preparation throughout the feeding duration;
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Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

- e. Lead the implementation and day-to-day management of the SBFP, ensuring that program activities are conducted in accordance with established policies and guidelines;
 - f. Organize a Technical Working Group (TWG) to assist in Central Kitchen management for effective SBFP implementation; and
 - g. Sustain and strengthen the implementation of Nutrition-Sensitive Programs (NSPs), such as the Gulayan sa Paaralan Program (GPP) and the Integrated School Nutrition Model (ISNM), in support of the School-Based Feeding Program.
7. In cases where the required expenses related to the establishment, refurbishment, or improvement of Central Kitchens cannot be fully funded by stakeholders, SDOs may charge the necessary SBFP-related expenses against the Program Support Funds (PSF) of the SBFP or savings, subject to the availability of funds and in accordance with existing budgeting, accounting, and auditing rules and regulations.
8. Such expenses may include, but are not limited to minor repairs, refurbishment of existing spaces, procurement of basic kitchen fixtures; and other essential improvements that will enable schools to establish functional kitchen facilities.
9. For further information, contact Ma. Lourdes A. Ines, ND II and or Liza Jean T. Arroza, Technical Assistant I of ESSD-SHS through telephone number 083-228-1667 or via email sbfpregionxii@gmail.com
10. For guidance and compliance.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

Enclosure: None
Reference: as stated
Allotment: None
To be included in the Perpetual Index
under the following Subject:

PROGRAM

MLAI/ESSD-SHS/RM-ESTABLISHMENT, REFURBISHMENT, AND OPERATIONALIZATION OF CENTRAL KITCHENS FOR THE SCHOOL-BASED FEEDING PROGRAM (SBFP)
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