



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

August 13, 2024

REGIONAL MEMORANDUM

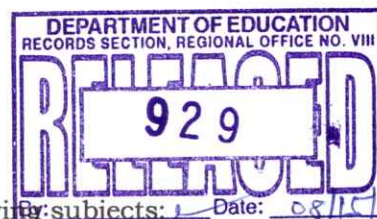
No. **929** s. 2024

REMINDER OF THE TAGGING OF THE SCHOOL-BASED FEEDING PROGRAM (SBFP) BENEFICIARIES IN THE LEARNER INFORMATION SYSTEM (LIS)

To: Schools Division Superintendents
All Others Concerned

1. With reference to Memorandum OM-OUOPS-20240-09-05523, this Office, through the Education Support Services Division – School Health and Nutrition Unit (ESSD-SHNU), requests the measurement of the retention rate of the SBFP Beneficiaries for SY 2023 – 2024 and onwards through the Learner Information System, this will ensure tracking of the SBFP beneficiaries.
2. Therefore, all Planning Divisions are requested to remind all the teachers to tag the SBFP beneficiaries in the LIS.
3. The SBFP focal personnel shall coordinate with the schools to ensure that the SBFP beneficiaries are tagged in the LIS school database at the Start of the School Year (SOSY) and at the End of the School Year (EOSY) starting SY 2023 -2024. For guidance, please refer to the attached SBFP Tagging Tutorial Guide to ensure that all schools tagged their SBFP beneficiaries.
3. For further queries and concerns, contact the ESSD-SHNU through Ms. Adara Lourdes S. Luaton at **schoolhealth.region8@deped.gov.ph**.
4. Immediate dissemination and compliance of this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director ✓



Enclosures: None

References: as stated

To be indicated in the Perpetual Index under the following subjects: SCHOOL-BASED FEEDING PROGRAM TAGGING OF BENS Date: 08/13/24

ESSD-SHNU-ALSL





Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM
OM-OUOPS-2024-9 - 05523

FOR : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS

FROM : *[Signature]*
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

[Signature]
DR. DEXTER A. GALBAN
Assistant Secretary for Operations

SUBJECT : *[Handwritten mark]* **REMINDER FOR THE TAGGING OF THE SCHOOL-BASED FEEDING PROGRAM (SBFP) BENEFICIARIES IN THE LEARNER INFORMATION SYSTEM (LIS)**

DATE : 4 July 2024

Digitally signed by
Dexter A. Galban
Date: 2024.07.08
14:48:42 +0800

This has reference to the Memorandum OUOPS No. 2023-03-4363 regarding the request of the Bureau of Learner Support Services (BLSS), through the School Health Division (SHD), on the measurement of the retention rate of the SBFP beneficiaries for SY 2023-2024 and onwards through the Learner Information System (LIS), this will ensure tracking of the SBFP beneficiaries.

BLSS-SHD coordinated with the Planning Service-Education Management Information System Division (PS-EMISD) to retrieve the retention rate of the SBFP beneficiaries for SY 2023-2024. However, only 100,000 beneficiaries have been tagged.

Therefore, all SBFP Focal Persons are requested to coordinate with the schools to ensure that SBFP beneficiaries are tagged in the LIS school database at the Start of the School Year (SOSY) and again at the End of the School Year (EOSY) starting SY 2023-2024. For guidance, please refer to the attached SBFP Tagging Tutorial Guide to ensure that all schools tag their SBFP beneficiaries.

For further inquiries or clarification, please contact Dr. Maria Corazon C. Dumlao, Ms. Magdalene Portia T. Cariaga, or Ms. Mei-Ling V. Duhig, BLSS-SHD, at cell phone numbers 09175620849 or 09993056058, tel. no. 8632-9935/or via email at sbfp@deped.gov.ph.



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| Effectivity | 03.23.23 | Page | 1 of 5 |



05523

SBFP Tagging Facility

Reminders:

- A facility to tag learners who are School Based Feeding Program beneficiaries.
- This facility is only available for public schools to all levels (K-12).
- For SHS, only learners enrolled 2nd semester are allowed to be tagged.

Steps:

1. Go to LIS website <http://lis.deped.gov.ph/> and login using the School user account.

Please sign in

Sign in

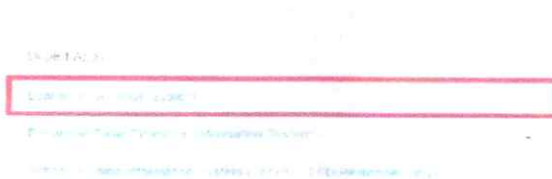
Forgot password?

If you are a former requestor, then you are registered.
If you are a former administrator, then you are not. For
more details, request Division Planning Office, email: planning@deped.gov.ph



Steps:

2. Once logged-in, click the Learner Information System link.



Note:

For Integrated Schools, user need to switch account context to secondary level to reflect the masterlist for secondary learners (including SHS).

3. In the Dashboard, click the **List of Classes** tab.



4. Click "Select Item" dropdown list, then select "SBFP".



Steps:

For SHS:

Click the **SHS Tagging Facility**. Then, click **SBFP**.



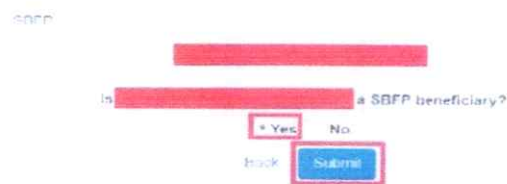
5. In the dropdown, select **Not tagged SBFP**.



6. Click the **pencil** icon alongside the learner's profile to be tagged updated.



7. Click **Yes** option. Then click the **Submit** button.



Steps:

A notification message will be displayed once successfully updated.

Learner updated

- To see the list of learners who were tagged as SBFP beneficiaries, click the **SBFP** in the dropdown.



The learner with **Y** under SBFP column indicates that the learner is already tagged as SBFP beneficiary.

Masterlist

Home > School Management > Learner > SBFP

| Learnr | Gender | Date of official enrollment | SBFP | Option |
|------------|------------|-----------------------------|------------|------------|
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |

