



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

NOV 14 2025

REGIONAL MEMORANDUM

No. 636, s. 2025

**RESCHEDULING OF THE FIELD CONSULTATION WORKSHOP ON THE
REVISION OF THE POLICY ON SCHOOL CANTEEN OPERATIONS AND
MANAGEMENT (SCOM)**

To: Schools Division Superintendent of Negros Oriental
All Others Concerned

1. Attached is an Advisory from the Office of the Assistant Secretary for Governance and Operations - Field Operations (OASGOPS-FO) regarding the **Rescheduling of the Field Consultation Workshop on the Revision of the Policy on School Canteen Operations and Management (SCOM) on November 18-21, 2025**, which is self explanatory. The venue for the workshop will be announced in a separate Advisory.

2. Below is the list of participants to this activity:

Name of Participant	Position/Designation	SDO	Name of School
1. Maria Lovelyn V. Mananquil, RN	SGOD Representative	Negros Oriental	
2. Joanna V. Paalaman	School Head	Negros Oriental	Pulangbato National Senior High School
3. Elvie A. Salvoro	HE Economics Teacher	Negros Oriental	Pulangbato National Senior High School
4. Josielyn T. Timoguing	Teacher-Coop Official/Member	Negros Oriental	Pulangbato National Senior High School
5. Argie Fernandez	Mathematics Teacher	Negros Oriental	Pulangbato National Senior High School

3. For clarifications and further information, contact Mr. Arone Castro of the OASGOPS-FO, via Viber at 09958490291 or via email at asec.ops@deped.gov.ph



Address: Batinguel, Dumaguete City, 6200
Telephone Nos:
Email Address: nir@deped.gov.ph
Website: <https://tinyurl.com/nir-gov-ph>



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4. Immediate dissemination of and compliance with this Memorandum are desired.

RAMIR B. UYTICO EdD, CESO III
Regional Director

Reference: None

Incl: None

To be indicated in the Perpetual Index
under the following subjects:

HEALTH EDUCATION
POLICY
TRAINING PROGRAMS

JMP/ESSD/DEPEDNIR/FIELD CONSULTATION WORKSHOP ON THE REVISION OF THE POLICY ON SCHOOL CANTEEN OPERATIONS AND MANAGEMENT
_____/November 13, 2025

Annex A. Criteria for Selection for Schools

The school-level participants shall come from the following schools:

Region/SDO	School
IV-A (Antipolo City)	Bagong Nayon I Elementary School
III (San Fernando City)	Sindalan National High School
NCR (Quezon City)	Batasan Hills National High School
I (Pangasinan II)	Tayug National High School
VIII (Ormoc City)	Ipil National High School
VII (Cebu Province)	Bagasawe Elementary School
VI (Roxas City)	Inzo Arnaldo Village Integrated School
NIR (Negros Oriental)	Pulangbato National Senior High School
IX (Zamboanga City)	Zamboanga City High School (Main)
X (Gingoog City)	Mimbuntong Elementary School
XI (Davao Oriental)	Lamiawan Integrated School
XII (Koronadal City)	Esperanza National High School – Annex, San Jose Campus

A representative from the SDO-School Governance and Operations Division (SDO-SGOD) of the identified SDOs and the School Head of each identified school shall participate in the consultation. Likewise, each participating school shall select one (1) participant per respondent, based on the following criteria:

Respondent	Criteria for Selection
Non-Teaching Personnel	Administrative staff/clerks handling canteen funds/operations
Teaching Personnel	- Home Economics or other teachers who were formerly involved in school canteen operations/ management, specifically on food preparation and other related concerns - Experience in handling school canteen operations - Non-Coop members
Teaching Personnel	- Mathematics or other teachers who were formerly involved in school canteen operations/ management, specifically on financial management and other related concerns - Experience in handling school canteen operations - Non-Coop members
Teacher-Coop officials/ members	- Involved in school canteen operations/ management - Experience in handling school canteen operations - Coop officials or members

For selected schools without a canteen, only the respective school heads shall be invited to participate in the consultation.

Annex B. Target RO/SDO Participants

One (1) representative from the RO-Education Support Services Division (ESSD) and the Schools Division Superintendent (SDS) or the Assistant Schools Division Superintendent (ASDS) are also invited from the following ROs/SDOs:

Regional Office (RO)	Schools Division Office (SDO)
Region IV-A (CALABARZON)	Antipolo City
Region I (Ilocos Region)	Pangasinan II
Region VI (Western Visayas)	Roxas City
Region VIII (Eastern Visayas)	Ormoc City
Region IX (Zamboanga Peninsula)	Zamboanga City
Region XII (Koronadal City)	Koronadal City



Republika ng Pilipinas
Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR GOVERNANCE AND OPERATIONS

OASOPS No. 2025-A490D

ADVISORY

November 7, 2025

In consideration of the safety and well-being of all participants and in view of the forecasted arrival of Typhoon "Uwan", please be informed that the Consultation Workshop for the Revision of the Policy on School Canteen Operations and Management shall be moved to **November 18-21, 2025**. The venue for the workshop will be announced in a separate advisory.

Please be guided accordingly.

JOCELYN DR ANDAYA

Regional Director, NCR

*concurrent Officer-in-Charge, Office of the
Assistant Secretary for Governance and Operations*

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