



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA

January 8, 2025

DIVISION MEMORANDUM

No. 18 s. 2025

**STRICT COMPLIANCE WITH DEPED ORDER NO. 8, S. 2007:
REVISED IMPLEMENTING GUIDELINES ON THE OPERATION AND
MANAGEMENT OF SCHOOL CANTEENS IN PUBLIC ELEMENTARY
AND SECONDARY SCHOOLS**

To: Assistant Schools Division Superintendent
Chief-School Governance Operations Division
Chief-Curriculum Implementation Division
Education Program Supervisors
Public Schools District Supervisors/District In-Charge
Heads, Secondary and Elementary Schools
School Health and Nutrition Personnel
Secondary School Nurses
All Others Concerned

1. This Office reiterates the **strict compliance with DepEd Order No. 8, s. 2007**, which provides the **Revised Implementing Guidelines on the Operation and Management of School Canteens in Public Elementary and Secondary Schools**. The guidelines aim to ensure that school canteens operate in a manner that supports the health and nutrition of learners while promoting transparency and accountability in the management of funds.
2. **Key Provisions** of DepEd Order No. 8, s. 2007, include the following:
 - a. The school canteen shall help eliminate malnutrition among learners by providing nutritious food options.
 - b. School canteens shall serve as a venue for developing desirable eating habits and as a laboratory for Home Economics and health education.
 - c. **Utilization of Net Income:** The net income generated from the school canteen shall be allocated as follows:
 - **35% for the Supplemental Feeding Program** aimed at improving the nutritional status of learners.
 - **5% for the School Clinic Fund** to support health services and medical supplies within the school.




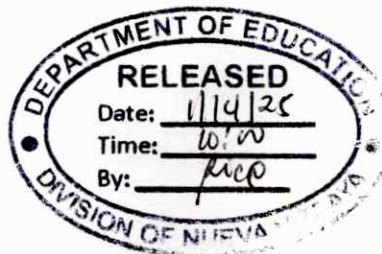
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Republic of the Philippines
Department of Education
Region II - Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA

- 15% for Faculty and Development Fund.
 - 10% for Home Economics (HE) Instructional Fund.
 - 25% for School Operations Fund.
 - 10% for Revolving Capital.
3. In compliance with transparency and accountability measures, **all schools are required to open a bank account**, designated as "In Trust For" (ITF) the school, to handle the financial proceeds of the canteen operations. This bank account must have joint signatories, specifically the school head/principal and the canteen teacher.
 4. **Submission of Quarterly Reports:** Each school is mandated to submit a **quarterly report** detailing the **utilization of canteen funds**. These reports shall be reviewed by the school's auditing committee and the SDO COA resident auditor or an authorized representative.
 5. School heads, in coordination with the School Health Section Personnel, must ensure strict compliance with the guidelines outlined in DepEd Order No. 8, s. 2007, especially in the **allocation of funds for the 35% Supplemental Feeding Program and 5% Clinic Fund**. Regular audits and inspections should be conducted to guarantee that canteen operations adhere to these provisions.
 6. For further queries, kindly contact **Ryan Christopher A. Buccat, MD, Medical Officer III at 09275463220**
 7. For information, dissemination, guidance and strict compliance.


ORLANDO E. MANUEL Ph.D., CESO
Schools Division Superintendent
DI-2025-27



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Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

August 15, 2023

DIVISION MEMORANDUM

No. 280 s. 2023

REITERATING STRICT COMPLIANCE TO DEPED ORDERS ON FOOD SAFETY, OPERATION AND MANAGEMENT OF SCHOOL CANTEENS, AND ON HEALTHY FOOD AND BEVERAGE CHOICES IN SCHOOLS AND IN DEPED OFFICES

To: Assistant Schools Division Superintendent
Chief-School Governance Operations Division
Chief-Curriculum Implementation Division
Education Program Supervisors
Public Schools District Supervisors/District In-Charge
Heads, Secondary and Elementary Schools
School Health and Nutrition Personnel
Secondary School Nurses
All Others Concerned

1. This Office enjoin all schools to strictly observe compliance to DepEd Orders to ensure harmonious and unified implementation of School Canteen Operation Guidelines in all schools of this SDO and maintain the:
 - a. **DepEd Order no. 14 s. 2005:** Instructions to Ensure Consumption of Nutritious and Safe Food in Schools
 - b. **DepEd Order no. 8 s. 2007:** Revised Implementing Guidelines on the Operation and Management of School Canteens in Public Elementary and Secondary Schools
 - c. **DepEd Order no. 52 s. 2008:** Compliance with DepEd Policies on Food Safety in Schools
 - d. **DepEd Order no. 13 s. 2017:** Policy and Guidelines on Healthy food and Beverage choices in Schools and in DepEd Offices

2. DepEd Orders the operation of canteens as part of the basic school services to learners to realize the following set of purposes in the operation and management of school canteens such as:
 - a. The school canteen shall help eliminate malnutrition among learners.
 - b. The school canteen shall serve as a venue for the development of desirable eating habits for pupils/students.
 - c. The school canteen shall serve as a laboratory for Home Economics, retail trade, and in the incidental teaching of health and nutrition.



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| Doc Code: | FM-OSDS-SOS-001 | Rev. | 01 |
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Republic of the Philippines

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REGION II – CAGAYAN VALLEY

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- d. Service shall be the main consideration for operating a school canteen. Profit shall only be secondary since the clientele are pupils/students who are dependent only on their meager allowance from their parents.
 - e. Reporting and accounting of proceeds from the operation of a school canteen shall be made by the parties concerned to emphasize transparency and accountability.
3. The following procedural guidelines of these policies are hereby given emphasis:
- a. Clearances/permit shall be permanently displayed in a noticeable place in the school canteen. They shall remain valid for the duration of the school year.
 - b. All canteen personnel/staff are required to wear clean and proper attire at all times.
 - c. School canteen shall prepare reportorial requirements to be submitted to DepEd and/or CDA, whichever is applicable.
 - d. The school-managed canteen shall prepare its financial statements and shall be posted on the school's bulletin board.
 - e. The book of accounts should be kept up-to-date and made available for examination and inspection at any appropriate time by the school level auditing committee or the COA representative based in the SDO.
 - f. For the purpose of transparency and accountability, the school head shall organize a school auditing committee headed by the Mathematics department head/teacher, Home Economics department head/teacher, and president of the faculty club as members. The committee shall look into the books of accounts at least once a month. The audited statement shall be posted on the school's bulletin board.
 - g. Canteen funds shall be audited by the school level auditing committee on a quarterly basis and by the SDO COA resident auditor or his/her authorized representative twice a year. Audit findings shall be submitted to the Schools Division Superintendent.
 - h. Food safety standards shall be strictly enforced and adhered at all times by complying with the following:

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- Availability of potable drinking water and hand washing facilities;
 - Well-maintained, clean, well-ventilated and pest-free environment;
 - Availability of food covers and containers for safekeeping;
 - Hygienic practices on food preparation, cooking display, serving and storage;
 - Food products with nutrition facts shall be evaluated using the cut-off points for three categories – GREEN category should always be available in the canteen, YELLOW category may be served once or twice a week, and RED category should not be served in school canteens.
- i. Net income derived from the operation of the canteen shall be utilized for, but not limited to the following:
- Supplemental Feeding Program - 35%
 - School Clinic Fund - 5%
 - Faculty and Development Fund - 15%
 - HE Instructional Fund - 10%
 - School Operations Fund - 25%
 - Revolving Capital - 10%
 - Total - 100%
- j. Earnings and cash received from canteen operations shall be deposited daily in the nearest government depository bank. In the absence of such government depository bank, deposits shall be made at any nearest reputable commercial bank. In no case shall the deposits be made in the personal account of any school official. A school-managed canteen shall have a bank account "in trust for" the name of the school, whereby the school head/principal and the canteen teacher shall be the joint signatories.
- k. Sub-leasing the whole or part of the school canteen premises is strictly prohibited. Neither should private concessionaires be allowed to be involved in the operations of the school canteen.
4. All School Heads with the guidance of School Health Section Personnel must strictly follow the DepEd orders in the operation and utilization of the school canteens.
5. School Health and Nutrition Personnel are encouraged to monitor the school canteens in their own district to ensure they adhere to the aforementioned policies and guidelines. If the school canteen received three notices of violations signed by the school health and nutrition personnel and the principal and its representative, the case will be recommended to the SDS for immediate action and closure of said canteen.



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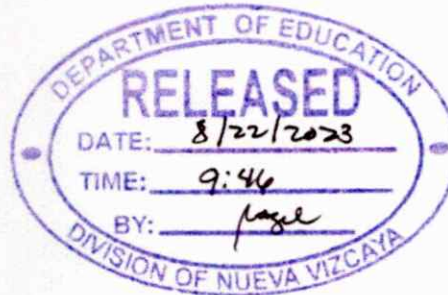


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Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

6. A meeting shall be organized among school heads, teachers, school health and nutrition personnel before the start of the school year for dissemination and further review of the DepED orders. This will aid in equal and fair understanding of the provisions fostering clear comprehension and strict compliance.
7. Attached hereto are the copies of Department Orders, monitoring tool for your guidance and reference.
8. For appropriate action and prompt compliance.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent

8-17-2020



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Tanggapang ng Kalihim
Office of the Secretary

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DepED ORDER
No. 8, s. 2007

**REVISED IMPLEMENTING GUIDELINES ON THE OPERATION
AND MANAGEMENT OF SCHOOL CANTEENS IN PUBLIC
ELEMENTARY AND SECONDARY SCHOOLS**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Directors of Services/Centers and Heads of Units
Schools Division/City Superintendents
Heads, Public Elementary and Secondary Schools

1.0 PURPOSE

These guidelines are hereby issued in order to rationalize the operation and management of school canteens in the public school system and to ensure that:

- 1.1 The school canteen shall help eliminate malnutrition among pupils/students.
- 1.2 The school canteen shall serve as a venue for the development of desirable eating habits of pupils/students.
- 1.3 The school canteen shall serve as a laboratory for Home Economics, retail trade and in the incidental teaching of health and nutrition. It shall provide hands-on training for students on planning, purchasing, handling and storage, preparation, serving and sale of safe and nutritious meals.
- 1.4 The school canteen guidelines shall serve as a mechanism to support the Department's response to the mandate of Article 2 of Republic Act No. 6938 to create an atmosphere that is conducive to the growth and development of cooperatives.

teachers' cooperative in the school that complies with the Criteria for Qualification set forth shall be allowed to operate and manage another school canteen.

- 4.3.3 For special schools with an enrolment size of more than five hundred (500) students, the existing duly registered and interested teachers' cooperative in the school that complies with the Criteria for Qualification set forth shall be allowed to operate and manage another school canteen in addition to the laboratory canteen.
- 4.4 Only nutrient-rich foods such as root crops, noodles, rice and corn products in native preparation, fruits and vegetables in season, and fortified food products labeled rich in protein, energy, vitamins and minerals shall be sold in the school canteen. Beverages shall include milk, shakes and juices prepared from fruits and vegetables in season.
- 4.5 The sale of carbonated drinks, sugar-based synthetic or artificially flavored juices, junk foods and any food product that may be detrimental to the child's health and that do not bear the Sangkap Pinoy seal and/or did not pass BFAD approval is prohibited.
- 4.6 Iodized salt shall be used, in controlled quantity, in the preparation of cooked foods to ensure that the iodine requirement of the clientele shall be met and to eliminate iodine deficiency disorders. The use of monosodium glutamate (vetsin) shall be regulated.
- 4.7 A reasonable mark-up price for all merchandise in the canteen shall be allowed, provided that the selling retail price does not exceed the prevailing prices in the locality.
- 4.8 Sub-leasing the whole or part of the school canteen premises or sub-contracting the operation of the school canteen to concessionaires is prohibited.
- 4.9 Vendors shall not be allowed to bring in food items inside the school canteen/premises. Teachers and school personnel are likewise prohibited from selling food items within the school premises, except through the school canteen and unless authorized and covered by a written agreement with the school head/principal and/or the teachers' cooperative.

- 3.7 Cost of Goods Sold - is equal to the inventory at the beginning of the year, adding the cost of goods manufactured or purchased during the year, minus the inventory at the end of the year.
- 3.8 Selling Expense - refers to expenses of promoting, selling and distributing products which may include such items as advertising, commissions, delivery expenses, travel expenses and entertainment.
- 3.9 Gross Margin - refers to the difference between gross sales and cost of goods sold including cost of freight and production directly related to the preparation of food items.

4.0 POLICY STATEMENTS

- 4.1 School canteens shall be of two types: (1) School-Managed Canteen; (2) Teachers' Cooperative-Managed Canteen. Both shall adhere to professional management and sound business practices as well as to safety and security measures.
- 4.2 Management of School Canteens in Elementary Schools
- 4.2.1 Elementary Schools in the rural areas with 500 pupils or less and those in urban areas with 1,000 pupils or less shall have only one canteen to be operated and managed by the school under the general supervision of the school head/principal.
- 4.2.2 Where the enrolment size in rural elementary schools is more than five hundred (500) pupils and in urban elementary schools, more than one thousand (1,000) pupils, the existing duly registered teachers' cooperative that complies with the Criteria for Qualification herein set forth, shall manage and operate the school canteen. When there is no duly registered teachers' cooperative that is interested or qualified to operate and manage the canteen, the school shall operate and manage the same.
- 4.3 Management of School Canteens in Secondary Schools
- 4.3.1 Regardless of enrolment size, there shall be a laboratory canteen, as herein defined, in all secondary schools. When the student population is less than one thousand five hundred (1,500), the laboratory canteen shall also be the school managed canteen.
- 4.3.2 In addition to the laboratory canteen in secondary schools where the student population is more than one thousand five hundred (1,500), the existing duly registered and interested

- 1.5 Service should be the main consideration for operating a school canteen. Profit shall only be secondary since the clientele are pupils/students who are dependent only on their meager allowance from their parents.
- 1.6 Reporting and accounting of the proceeds from the operation of a school canteen shall be made by the parties concerned to emphasize transparency and accountability.

2.0 COVERAGE

These guidelines shall apply to school canteens, as hereinafter defined, operating in public elementary and secondary schools of the Department of Education.

3.0 DEFINITION OF TERMS

As herein used, the following terms shall be understood to mean:

- 3.1 **School Canteen** - refers to one of the ancillary services in the school system that sells food items to the pupils/students and serves as a support mechanism in the effort to eliminate malnutrition concerns of the school. It can be used as a laboratory canteen on food planning, preparation, serving, storage and selling. A school canteen can either be school-managed or teachers' cooperative-managed.
- 3.2 **School-Managed Canteen** - refers to a school canteen that is operated and managed by the school under the general supervision of the school head/principal.
- 3.3 **Teachers' Cooperative Managed Canteen** - refers to a school canteen that is operated and managed by a duly registered teachers' cooperative.
- 3.4 **Laboratory Canteen** - refers to the canteen operated and managed by secondary students as part of their H.E. classes. It can make use of the facilities of the school-managed canteen or the teachers' cooperative-managed canteen in the absence of a separate room that they can use.
- 3.5 **Canteen Teacher** - refers to an H.E. teacher who has been designated to operate, manage and supervise the school-managed canteen. He/She also supervises the students doing practicum activities in the canteen.
- 3.6 **Administrative Expenses** - refers to general expenses of business operation such as salaries, supplies, water and electric bills, insurance, etc.



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REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



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
REGIONAL MEMORANDUM
No. 02.02, s. 2017

**POLICY AND GUIDELINES ON HEALTHY FOOD AND BEVERAGE CHOICES
IN SCHOOLS AND IN DEPED OFFICES**

To: Schools Division Superintendents
Officers-in-Charge of Regular and Interim Divisions
All Others Concerned

1. For information and guidance of all concerned, attached is DepEd Order No. 13, s. 2017, entitled, "Policy And Guidelines On Healthy Food And Beverage Choices In Schools And In DepEd Offices", which is self-explanatory.
2. DepED Order No. 8, s. 2007 entitled Revised Implementing Guidelines on the Operation and Management of School Canteens in Public Elementary and secondary Schools Policy Statements No4.4, 4.5, and 4.6 are modified accordingly by this issuance.
3. For details, refer to the attached DepEd Order.
4. For immediate dissemination and compliance.

For and in behalf of the Director IV:


VICTOR V. YNTIG
Chief, Administrative Officer
Officer-in-Charge

CSO
MS/Reg/DP/17

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Quality Assurance Division (QAD), Tel. Nos. (032) 231-1071 Human Resource Development Division (HRDD), Tel. No. (032) 255-5239
Education Support Services Division (ESSD), Tel. No. (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos. (032) 233-9030;
414-7065 Administrative Division, Tel. Nos. (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos. (032) 256-2375; 253-8061; 414-7321

" ESH 2015: *Karapatan ng Lahat, Papanagutan ng Lahat* "

ESSD



Republic of the Philippines
Department of Education

14 MAR 2017

DepEd ORDER
No. **13**, s. 2017

**POLICY AND GUIDELINES ON HEALTHY FOOD AND BEVERAGE CHOICES
IN SCHOOLS AND IN DEPED OFFICES**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary Schools Heads
All Others Concerned

1. For the information and guidance of all concerned, the Department of Education (DepEd) issues the enclosed **Policy and Guidelines on Healthy Food and Beverage Choices in Schools and in DepEd Offices** for the promotion and development of healthy eating habits among the youth and DepEd employees by making available healthy, nutritious, and affordable menu choices, and for setting food standards.

2. The Policy and Guidelines aim to:

- a. make available healthier food and beverage choices among the learners and DepEd personnel and their stakeholders;
- b. introduce a system of categorizing locally available foods and drinks in accordance with geographical, cultural, and religious orientations;
- c. provide guidance in evaluating and categorizing foods and drinks; and
- d. provide guidance in the selling and marketing of foods and beverages in schools and DepEd offices, including the purchasing of foods for school feeding.

3. DepEd Order No. 8, s. 2007 entitled *Revised Implementing Guidelines on the Operation and Management of School Canteens in Public Elementary and Secondary Schools* Policy Statements Nos. 4.4, 4.5, and 4.6 are modified accordingly by this issuance.

4. This Order shall take effect immediately upon publication on DepEd Website.

5. Immediate dissemination of and strict compliance with this Order is directed.


LEONOR MAGTOLIS BRIONES
Secretary

Reference:

DepEd Order (No. 8, s. 2007)

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

CHANGE
EMPLOYEES
HEALTHY EDUCATION
LEARNERS
POLICY
RULES AND REGULATIONS
SCHOOLS

SDMA, DQ Policy and Guidelines on Healthy Food and Beverage Choices
2015-January 6/February 28, 2017

**POLICY AND GUIDELINES ON HEALTHY FOOD AND BEVERAGE CHOICES
IN SCHOOLS AND IN DEPED OFFICES**

I. RATIONALE

According to the World Health Organization, malnutrition in all its forms presents a significant threat to human health. WHO confirmed the Double Burden of Malnutrition (DBM) the world is facing today, especially in developing countries. DBM is defined by WHO as the existence of undernutrition side by side with overweight and obesity in the same population across the life course. Hunger and poor nutrition contribute to early deaths of mothers, infants, and young children, and impaired physical and brain development in children. At the same time, rising cases of overweight and obesity worldwide are linked to an upward trend of chronic and non-communicable diseases, also called lifestyle-related diseases, like cancer, cardiovascular diseases, and diabetes. These conditions may be life threatening especially in areas where there are limited resources and already overburdened health systems.

The 8th National Nutrition Survey (Department of Science and Technology-Food and Nutrition Research Institute, 2014) showed that for children aged five to ten years old, 29.1% were underweight (low weight for his/her age), 29.9% were stunted (low height for his/her age), 8.6% were wasted (low weight for his/her height), and 9.1% were overweight (high weight for his/her height).

The double burden of under and over nutrition experienced by the school children in the Philippines is due to the fact that total food intake for some children has remained inadequate, resulting in undernutrition. Unhealthy food eating patterns - more sugars, fats, and oils, and less leafy vegetables and whole grain cereals, and a sedentary lifestyle led to an upward surge in overweight and obesity.

For long-lasting benefits of prevention and health promotion efforts, it is important to affect change not only in the individual but also at the community level, and schools are recognized as good venues for health promotion strategies.

In June 2016, the World Health Organization spearheaded a Regional Workshop on Regulating the Marketing and Sale of Foods and Non-Alcoholic Beverages at Schools to call upon countries to prioritize restricting the sale and marketing of food products high in sugar, salt, and fat, setting school food standards, and increasing the availability and accessibility of healthy options.

It is in line with the above concerns that this policy is being issued.

II. SCOPE

This Policy and Guidelines shall apply to all public elementary and secondary schools, learning centers, including DepEd Offices in the Central, Regional, and Division Levels.

Private schools are likewise enjoined to adopt these guidelines.

III. DEFINITION OF TERMS

For purposes of this Order, the following terms are defined as follows:

- A. **Healthy diet** - balance in food intake which: (a) achieves energy balance and a healthy weight; (b) limits energy intake from total fats, and shifts fat consumption away from saturated fats to unsaturated fats and towards the elimination of trans-fatty acids; (c) increases consumption of fruits and vegetables, legumes, whole grains, and nuts; (d) limits the intake of free sugars; and (e) limits salt (sodium) consumption from all sources
- B. **Unhealthy diet** - food intake high in saturated or trans fat or sodium or sugar which is considered to be a major risk factor for chronic diseases such as cardiovascular diseases, cancer, diabetes, and other conditions linked to obesity
- C. **Energy balance** - a condition wherein the amount of energy ingested is equal to the amount of energy used resulting in a stable body weight
- D. **Calorie** - measure of energy in food
- E. **Free sugars** - all monosaccharides and disaccharides added to food and drinks by the manufacturer, cook or consumer, including sugars naturally present in honey, syrups, fruit juices and fruit concentrates
- F. **Fat** - the most concentrated form of energy. They facilitate the absorption of fat-soluble vitamins, sources of essential fatty acids, and are vital structural components of body tissues. WHO/FAD (2003 as cited in PDRI, 2015) recommended 15 to 30% of total energy as the daily fat intake, providing approximately 9kcal of energy per gram

- G. Unsaturated fat - often referred to as the better fats and are found mainly in many fishes, nuts, seeds, and oils from plants. Unsaturated fats may help lower your blood cholesterol level when used in place of saturated and trans fats
- H. Saturated fat - fat that contains only saturated fatty acids, is solid at room temperature, and comes chiefly from animal food products. Some examples of saturated fat are butter, lard, meat fat, solid shortening, palm oil, and coconut oil. Saturated fat tends to raise the level of cholesterol in the blood
- I. Trans fat - can be naturally occurring and artificial. Naturally-occurring trans fats are produced in the gut of some animals. Artificial trans fats are created in an industrial process that adds hydrogen to liquid vegetable oils to make more solid. These can be found in many foods such as donuts, baked goods including cakes, pie crusts, biscuits, etc.
- J. Low fat - food product containing not more than three (3) grams of fat per 100 grams of food (solids) or 1.5 grams of fat per 100 ml (liquids). This is approximately equivalent to more than half a teaspoon of fat (1 teaspoon of fat is equal to 4 grams)
- K. Low sodium - food product containing not more than 0.12 grams (or 120mg) of sodium per 100 grams of food. This is equivalent to approximately 300 mg of salt (salt is 40% sodium and 60% chloride) or 1/20 teaspoons of salt

IV. STATEMENT OF POLICY AND OBJECTIVES

This policy establishes the guidelines to promote healthy diets and positive eating behaviours and provide healthy eating environment to learners, teaching, and non-teaching personnel. Specifically, this policy intends to:

- A. make available healthier food and beverage choices among students and DepEd personnel and their stakeholders; and
- B. introduce a system of categorizing locally available foods and drinks in accordance with geographical, cultural, and religious orientations;
- C. provide guidance in evaluating and categorizing foods and drinks; and

- D. provide guidance in the selling and marketing of foods and beverages in schools and DepEd offices, including the purchasing of foods for school feeding.

V. PROCEDURES

A. Strategies to Implement

1. Food Standards

- a. Each School shall develop their own healthy menu ensuring that the foods and drinks offered are nutritious, affordable, and compliant with these guidelines for approval by the Schools Division Superintendent (SDS).
- b. Food and beverage choices available in canteens within the schools, learning centers, and DepEd offices shall adhere to the requirements of a healthy diet as defined in Section IIIA. It is important to achieve dietary energy balance coming from the intake of carbohydrates, fats, and protein to maintain a healthy weight. Attached as enclosure is the Recommended Energy Intakes per day (Philippine Dietary Reference Intakes, 2015).
- c. The canteens in schools and DepEd offices shall not sell foods and beverages high in fat and/or sugar and/or sodium including, but not limited to the foods enumerated in Table 6. There shall be a shift towards healthier fat consumption by providing more of foods with unsaturated fats and limiting foods laden with saturated and trans fats.
- d. The daily intake for carbohydrates should be within the recommended limits while the daily intake for foods with free sugars should be less than 10% of total energy. For additional health benefits, WHO recommends a further reduction in sugar consumption to less than 5% of total energy.
- e. The daily intake for sodium should be at least 500 milligrams (mg) but not more than 800 mg per day (PDR, 2015). To reduce salt and sodium consumption, salt intake should be less than two (2) grams per day this is equivalent to 800 mg of sodium. This is approximately equivalent to less than half a teaspoon of salt. Foods naturally high in sodium (i.e., processed foods and canned goods) as well as foods with added sodium and salt should also be limited. School/DepEd Canteen personnel shall practice gradual reduction of salt in order for the school children and personnel to adapt to the reduced saltiness of foods through time.

- f. *Pinggang Pinoy* is a plate-based food guide, a simple and familiar image associated with eating that provides immediate visual cues about portion size on a per-meal basis. The new food guide informs consumers how to build a healthy and balanced meal. Using a familiar food plate model, it shows the approximate relative proportions of each of the food groups for consumers to eat a high proportion of vegetables and fruits, eat moderate amounts of energy and protein-rich foods, and consume less fatty and sugary foods. *Pinggang Pinoy* also suggests drinking lots of water and less of sugary beverages. In addition to eating a healthy diet, it also encourages exercise or physical activity, an important component of a healthy lifestyle (See enclosure for Sample Meal Plans and Menus).
- g. **Reading Nutrition Facts**
Most food products have Nutrition Facts on their labels which provide information about the nutrition content of a food or drink as prescribed by the Department of Health Administrative Order No. 2014-0030. The nutrition facts are presented in a tabular form declaring the amounts of protein, carbohydrates (dietary fiber and sugar), fat (saturated fat, trans fat, and cholesterol), sodium, and energy or calories.
- h. Food products with Nutrition Facts shall be evaluated using the cut-off points for the three categories given in Tables 1, 2, and 3.
- i. The GREEN category includes foods and drinks that should ALWAYS be available in the canteen. These foods and drinks are the best choices for a healthy school canteen as they contain a wide range of nutrients and are generally low in saturated and trans fat, sugar, and salt.

Table 1. Cut-off Points for Packaged Food and Drinks with available Nutrition Label/Nutrition Facts under the GREEN category

| |
|--|
| <p>General Description:</p> <ul style="list-style-type: none"> • Contains wide range of nutrients • Saturated fat is less than 3 grams (approximately equivalent to more than half a teaspoon of fat) per serving • No trans fat • Added sugar is less than 10 grams (or 2 teaspoons) per serving • Sodium is less than 120 mg (equivalent to 300 mg of salt or 1/20 teaspoons salt) per serving |
|--|

- ii. The YELLOW category includes foods and drinks that should be served carefully. These foods and drinks contain some nutrients but at the same time also contain large amounts of saturated or trans fats and/or sugar and/or salt. If eaten in large amounts, these foods and drinks may contribute to excess calories. These may be served once or twice a week only (Tuesdays and Thursdays), in smaller servings, and should be less prominent in the canteen menu.

Table 2. Cut-off Points for Packaged Food and Drinks with available Nutrition Label/Nutrition Facts under the YELLOW category

General Description:

May contain some nutrients but at the same time contains

- Saturated fat is more than 3 to 5 grams (approximately equivalent to more than half a teaspoon to 1 teaspoon of fat) per serving; or
- No Trans fat;
- Added sugar is more than 10 grams but less than 20 grams (equivalent to 2 to 4 teaspoons) per serving; or
- Sodium is more than 120 mg to 200 mg (equivalent to 300 to 500 mg of salt or 1/20 to 1/10 teaspoon salt) per serving.

- iii. The RED category includes foods and drinks not recommended in the canteen menu. These foods and drinks contain high amounts of saturated fat or sugar or salt and should not be served in healthy school canteens. They may also provide excess energy or calories. Consumption of these foods and drinks outside the school premises is at the discretion of their parents.

Table 3. Cut-off Points for Packaged Food and Drinks with available Nutrition Label/Nutrition Facts under the RED category

General Description:

- Saturated fat is more than 5 grams (equivalent to more than 1 teaspoon) per serving; or
- Contains trans fat no matter how insignificant the amount is
- Added sugar or total carbohydrates (in the absence of dietary fiber) is more than 20 grams (equivalent to more than 4 teaspoons) per serving; or
- Sodium is more than 200 mg (equivalent to 500 mg or 1/10 teaspoon salt) per serving.

- L All manufactured food products with Nutrition Facts to be sold in school canteens must be evaluated using the Nutrition Facts Assessment Table shown below:

| Product: | | | | |
|---|---------------|--------------------|----------------|--------------------|
| Serving Size: | | | | |
| Number of Servings: | | | | |
| Nutrients (a) | Amount (b) | GREEN (c) | YELLOW (d) | RED (e) |
| 1. Saturated Fat | | Less than 3 grams | 3 to 5 grams | More than 3 grams |
| 2. Trans Fat | | 0 | 0 | 0 |
| 3. Sugar or Total Carbohydrate (if there is no dietary fiber) | | Less than 10 grams | 10 to 20 grams | More than 10 grams |
| 4. Sodium | | Less than 120 mg | 120 to 200 mg | More than 120 mg |

- i. In evaluating the nutrition content, indicate in column b the amounts of saturated fat, trans fat, sugar or total carbohydrate (if there is no dietary fiber), and sodium per serving as reflected in the label of the food product. Compare the nutrient contents against the criteria in columns c, d, and e. Check under which column the particular nutrient falls.
 - ii. Only those items with saturated fat, trans fat, sugar or total carbohydrate (if there is no dietary fiber), and sodium evaluated under the GREEN or YELLOW categories may be served in the school canteens as prescribed under Section IIIA of these guidelines.
 - iii. If the item has one nutrient under the RED category, the food product should not be sold in school canteens.
- j. Categories/Description of Non-packaged foods and drinks - A new system of categorization of foods and drinks is hereby introduced for

non-packaged items with no available Nutrition Facts that are sold in the canteens to guide the school heads and teachers in-charge of canteens in planning and creating their own healthy menu. Locally available natural foods are preferred over processed food products. Foods and drinks shall be categorized as GREEN, YELLOW, and RED.

Canteen-cooked foods, common Filipino snack foods or those without Nutrition Facts may be enumerated under a Food List classified as GREEN, YELLOW, and RED. Sample Food Lists are in Tables 4, 5, and 6.

1. The GREEN category includes foods and drinks that should ALWAYS be available in the canteen. These foods and drinks are the best choices for a healthy school canteen as they contain a wide range of nutrients and are generally low in saturated and trans fat, sugar, and salt. This includes, but is not limited to the following foods and drinks:

Table 4. List of Foods and Drinks under the GREEN category

| Food | Examples |
|-------------------------|---|
| Drinks | Milk (unsweetened) Safe and clean water (nothing added) Fresh Buko Water (unsweetened) |
| Energy-giving (Go) | Milled Rice Brown Rice or Iron-fortified Rice Corn Oatmeal Whole wheat bread Cassava (kamoteng kahoy) Boiled Sweet potato (kamote) Boiled Saging na saba Corn, Binatog Boiled peanuts Suman Puto |
| Body-building (Grow) | Fishes Shellfish Small shrimps Lean meats Chicken without skin Nuts Egg |
| Body-regulating | Fresh fruits, preferably those in season |

| | |
|--------|-------------------------------------|
| (Glow) | Green, leafy, and yellow vegetables |
|--------|-------------------------------------|

- i. The **YELLOW** category includes foods and drinks that should be served carefully. These foods and drinks contain some nutrients but at the same time also contain large amounts of saturated or trans fats and/or sugar and/or salt. If eaten in large amounts, these foods and drinks may contribute to excess calories. These may be served once or twice a week only (Tuesdays and Thursdays), in smaller servings, and should be less prominent in the canteen menu. Every opportunity shall be taken to make these foods healthier by following the instructions enumerated under Section V.A.1.k.iii. This includes, but is not limited to the following foods and drinks:

Table 5. List of Foods and Drinks under the **YELLOW** category

| Food | Examples |
|---------------------------|---|
| Drinks | 100% Fresh fruit juices |
| Energy-giving (Go) | Fried rice Bread (using white refined flour) Biscuits Banana cue, Camote Cue, Turon, Maruya Pancakes Waffles Chamorado Pancit Arroz caldo Sandwiches (cheese, egg, chicken filling, etc.) Butter, Margarine, Mayonnaise (use sparingly) |
| Body-building (Grow) | Processed foods such as meats/fish, hotdogs, sausage, burger patties, chicken nuggets, tocino, tapa, etc. (still subject to evaluation of saturated or trans fat and sodium as reflected in their Nutrition Facts) |
| Body-regulating (Glow) | Stir-fried Vegetables |

- ii. The **RED** category includes foods and drinks not recommended in the canteen menu. These foods and drinks contain high amounts of saturated fat or sugar or salt and should not be served in healthy school canteens. They may also provide excess energy or calories.

Consumption of these foods and drinks outside the school premises is at the discretion of their parents. This includes, but is not limited to the following foods and drinks:

Table 6. List of Food and Drinks under the RED category

| Food | Examples |
|------------------------|--|
| Drinks | Soft drinks, alcoholic drinks, sports waters, sports drinks, flavoured mineral water, energy drinks, sweetened waters, powdered juice drinks Any product containing caffeine (for school canteens) Any processed fruit/vegetable juice with added sugar of more than 20 grams or 4 teaspoons per serving |
| Energy-giving (Go) | Any jelly, ice crushes, and slushies Any ice cream/ ice drops/ ice candies Cakes and slices, donuts, sweet biscuits and pastries, and other sweet bakery products All types including chocolates, hard/chewy candies, chewing gums, marshmallows, lollipops, yema, etc. French fries, <i>bicho-bicho</i> , etc. Instant noodles All types of heavily salted snacks such as chips or <i>chichiría</i> |
| Body-building (Grow) | <i>Chicharon</i> Chicken skin Bacon Deep-fried foods including fish balls, kikiam, etc. |
| Body-regulating (Glow) | Fruits canned in heavy syrup Sweetened fruits or vegetables or deep-fried |

- k. In planning a healthy menu, it is important to assess the nutritional value of foods and drinks as follows:

- i. Compare items against GREEN, YELLOW, and RED categories. If it fits easily into the GREEN category, the item may be included in the healthy menu and be sold in the canteen. If it fits easily into the RED category, the item must not be in the healthy menu and should not be sold in the canteen.
 - ii. If the item does not fall under GREEN or RED, it is likely to fall under the YELLOW category, it may be served once or twice a week only, in smaller servings, and should be less prominent in the canteen menu. The canteen may follow suggestions in greening the menu.
 - iii. Canteen-cooked foods such as pancit, champorado, arroz caldo, mami, etc. may fall between GREEN and YELLOW categories depending on the ingredients used. The following steps may also be undertaken to lower saturated or trans fat, sugar, and sodium:
 - use cooking methods that require little or no fat or oil such as steaming, boiling, sautéing, pan frying, and baking;
 - before cooking, remove visible fat from meat, and skin from poultry;
 - use oils sparingly;
 - reduce the added salt when cooking food;
 - use low fat products such as skimmed milk, low fat spread, low fat cheese, and light mayonnaise;
 - use iodized salt instead of plain salt because of its iodine content which is associated with the mental development of children, and in compliance with RA 8172 or the ASIN Law;
 - reduce the amount of added condiments such as monosodium glutamate, soy sauce, fish sauce, ketchup, and other locally available condiments in cooking;
 - avoid the use of artificial flavours; instead, use natural herbs and spices such as garlic, onion, turmeric, ginger, black pepper, chilli pepper, and others; and
 - remove excess fat/oil from soup and soup stocks.
2. Increasing the Availability and Accessibility of Healthy and Safe Foods
- a. Safe drinking water should be made readily available.
 - b. Soy sauce, fish sauce, and other locally available condiments/sauces should not be readily available on dining tables and in the dining area. These should only be served upon request.

- c. Schools shall advise parents and guardians to provide healthy foods and beverages to be consumed in schools (baon) by their children. School children (elementary, secondary, and senior high) shall not bring unhealthy foods and beverages to school.
 - d. Offices and Schools may conduct local initiatives to support and promote the consumption of healthy foods such as "Meatless Monday" to promote sources of protein other than meat, "Veggie-Tuesday" to promote vegetable consumption, "Native Wednesday" to promote consumption of native foods, "Fibrous Thursday" to promote consumption of foods rich in dietary fibers, and "Fishy Friday" to promote consumption of fish.
 - e. Canteens and other areas where food is served shall adhere to the provisions of DepEd Order No. 10, s. 2016 Policy and Guidelines for the Comprehensive Water, Sanitation and Hygiene in Schools (WInS) Program and shall:
 - i. ensure availability of clean, safe, and free drinking water;
 - ii. provide facilities for hand washing;
 - iii. ensure proper and safe handling of foods;
 - iv. provide clean plates, glasses, and eating utensils;
 - v. practice proper waste segregation and disposal; and
 - vi. provide a conducive, well-ventilated, well-lighted, safe, and clean environment for eating.
 - f. Canteens and other areas where food is served shall post signages that only healthy food and drinks are served in the premises, as well as important nutrition messages such as the Nutritional Guidelines for Filipinos (NGF), Ten (10) Kumainments, Pinggang Pinoy, and others.
3. Regulating the Sale and Marketing of Unhealthy Foods
- a. Schools and school activities where children gather shall not be used in the marketing of unhealthy foods and beverages to children. There shall be no form of marketing in schools and in DepEd offices. Three common types of marketing:
 - i. Advertising - typical advertisement of sugary drinks in schools is done through branded vending machines, branded refrigerators and ice boxes, signage in school canteens, corridors and sports facilities, and on sun umbrellas and tents.
 - ii. Sponsorship - advertisement, promotion and sponsorships are often seen as an alternative way to gather resources to fund activities. The

industry often sponsors sports events, school programs, equipment (including catering equipment such as aprons and caps or sun visors) as well as educational materials, e.g. notebooks and pens.

- iii. Promotion - promotion of sugary drinks and other empty-calorie snack foods is done through the use of popular cartoon characters, branding, free samples or other "tie-ins" and celebrity endorsements. Price discounts or vouchers may be given as educational rewards.
- b. DepEd may allow support of food and beverage manufacturers that meet the criteria of this policy as part of their corporate social responsibility program provided that it shall not include any form of marketing activities or bear any brand name or logo.
- c. School officials are encouraged to advocate, and work with their local government units in issuing local legislation to limit the marketing of unhealthy foods and beverages within at least 100 meter radius of the school.
- d. Marketing of RED CATEGORY foods and beverages shall not be allowed in DepEd Offices/schools and school/education events which shall include but is not limited to the following methods and forms:
 - i. Print such as posters, leaflets, brochures, comics, etc.
 - ii. Outdoor ads such as billboards, tarpaulin, etc.
 - iii. Point of sale
 - iv. Vending machines/refrigerators
 - v. Branding
 - vi. New media (Internet-based)
 - vii. Characters
 - viii. Giving of free samples
 - ix. Conduct of special events such as sports activities and feeding programs.
- e. Schools are given three (3) months to replace/remove refrigerators and other equipment/facilities with logo or brand name of unhealthy foods and beverages.

B. Capacity Building

1. The DepEd concerned offices at all levels shall be responsible in capacitating the Regional and Division personnel, who shall in turn be responsible in capacitating HE and TLE teachers in all schools.
2. Schools shall conduct activities to orient students and their parents and guardians on these healthy food and beverage choices so that healthy eating habits will not only be practiced in schools, but in their home, as well and create a lifelong healthy eating behaviour for all Filipinos.

C. Collaboration, Partnership, and Linkages

Partners and key stakeholders in advancing the School Health and Nutrition Program are recognized as vital in program implementation.

However, DepEd and school authorities and personnel shall strictly observe the prohibition on accepting donations or sponsorships from or having financial or material involvement with tobacco companies. Likewise, prohibitions stipulated in Executive Order No. 51 or the Milk Code of the Philippines, particularly those on the acceptance of funding, sponsorship, logistical, training, financial or material incentives, or gifts of any sort from companies that manufacture or market infant formula and other milk substitutes shall be strictly observed. In general, sponsorships and partnerships shall not be allowed if conflict of interest is likely to arise with the objectives of this policy.

D. Other Strategies to Promote Healthy Weight

1. The Regional Offices (ROs) and Schools Division Offices (SDOs) are encouraged to launch programs that will support healthy diets and physical activity for its employees and school children.
2. The schools are encouraged to promote and provide opportunities for school children to be active in a safe environment. WHO recommends that children aged 5-17 should accumulate at least 60 minutes of moderate to vigorous intensity physical activity daily.
3. Incorporation of healthy diets, wellness, and physical activity in the K to 12 Curriculum and in other school events and activities.
4. Management of overweight and obesity cases in schools through health talks to be conducted by the school nurses and engaging these students in more physical activities.

E. Duties and Responsibilities

1. DepEd Central Office (CO)

- a. The Bureau of Learner Support Service-School Health Division (BLSS-SHD) shall be the focal unit for the policy concerns on healthy foods and drinks choices supervised by the Office of the Secretary and the Undersecretary in-charge of BLSS;
- b. BLSS-SHD shall organize a Technical Working Group (TWG) that shall review and recommend policies, conduct capacity building activities, and provide guidance and support;
- c. Develop policies and issue memoranda/orders on the concern;
- d. Encourage the DepEd Canteen CO and other offices to serve healthy foods and drinks daily and during meetings and other activities;
- e. Conduct capacity building activities for DepEd Regional/Division personnel; and
- f. Monitor and provide technical assistance to DepEd offices in the implementation of this policy.

2. DepEd Regional Offices (ROs)

- a. The Education Support Services Division (ESSD) shall form a TWG (Office of the Regional Director (ORD), ESSD, Quality Assurance Division (QAD), Field Technical Assistance Division (FTAD), Human Resource Development Division (HRDD), and Curriculum and Learning Management Division (CLMD) to oversee the implementation of the policy;
- b. The Technical Working Group (TWG) shall review and recommend policies, conduct capacity building activities, and provide guidance and support;
- c. Conduct capacity building activities to DepEd Division/School personnel;
- d. Encourage the Canteen and other offices to serve healthy foods and drinks daily and during meetings and other activities; and

- e. Monitor and provide technical assistance to Schools Division Offices (SDO)/School on the implementation of this policy.
3. DepED SDOs
- a. The School Governance and Operations Division shall form a TWG (Office of the Schools Divisions Superintendent (OSDS), SGOD, and Curriculum and Instruction Division (CID)) to oversee the implementation of the policy;
 - b. The Technical Working Group (TWG) shall review and recommend policies, conduct capacity building activities, and provide guidance and support;
 - c. Conduct capacity building activities to School personnel;
 - d. Encourage the Canteen and other offices to serve healthy foods and drinks daily and during meetings and other activities;
 - e. Advocate to local government units to regulate the marketing of unhealthy foods outside the school premises; and
 - f. Monitor the compliance of the schools to this policy and ensure that only healthy food and drinks are available in the schools.
4. Schools
- a. Form a TWG (School Heads, Teacher in-charge of canteen, Chairperson of canteen cooperative, and Parent-Teacher Association) to discuss the implementation of the policy;
 - b. Plan and develop the school's healthy menu in accordance with these guidelines;
 - c. Ensure that only healthy food and drinks are available in the schools;
 - d. Regulate the selling and marketing in schools of unhealthy foods and drinks in compliance with these guidelines; and
 - e. Advocate to local government units to regulate the marketing of unhealthy foods outside the school premises.

P. Monitoring and Evaluation

1. The DepEd Central, Regional, and Division Offices shall continue to gather feedback on the implementation of this policy and guidelines from all concerned internal and external stakeholders. A periodical review of this policy shall be conducted to be responsive to the changing health and nutrition needs of the office and school populace.
2. The regional and division monitors are expected to monitor compliance with these guidelines quarterly and monthly, respectively.

VI. REFERENCES

- Australian Government Department of Health. 2010 National School Healthy Canteen Guidelines. Retrieved from <http://www.health.gov.au/internet/main/publishing.nsf/Content/phd-nutrition-canteens>.
- Department of Health-National Nutrition Council. (2016). Department Order on Healthy Food Options (draft).
- Department of Science and Technology-Food and Nutrition Research Institute. (2002). Recommended Energy and Nutrient Intakes.
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- World Health Organization. Retrieved from <http://www.who.int/topics/nutrition/en/>

VII. PENALTY CLAUSE

Any personnel who violate any provision of these guidelines shall be dealt with administratively pursuant to DepEd Order No. 49, s. 2006 The Revised Rules of Procedure of the Department of Education on Administrative Cases.



JUL 02 2008

DepED ORDER
No. 52, s. 2008

COMPLIANCE WITH DEPED POLICIES ON FOOD SAFETY IN SCHOOLS

To: Regional Directors
Schools Division/City Superintendents
Heads, Public and Private Elementary and Secondary Schools

1. The recent food poisoning incident of school children in the Divisions of Antipolo City and Rizal necessitates adherence to food safety measures as stated in DepED Order No. 8, s. 2007 entitled "Revised Implementing Guidelines on the Operation and Management of School Canteens in Public Elementary and Secondary Schools" and DepED Order No. 14, s. 2005 on "Instructions to Ensure Consumption of Nutritious and Safe Foods in Schools".

2. Regional directors and schools division superintendents are hereby instructed to oversee the effective management of the school canteens, whether these be school-managed or teachers' cooperative-managed; and to underscore the accountability of the school principal for any untoward incident that may happen in the school due to non-compliance with school health policies and food safety guidelines.

3. It is emphasized that if there are foods in the canteen that are supplied on consignment basis, the following measures shall be instituted:

- a. there should be a written agreement between the concessionaire and school head;
- b. the school head should ensure that the food supplier has a business permit and sanitary permit;
- c. the school head/canteen teacher should require a health certificate for the food handlers;
- d. the canteen teacher shall coordinate with the municipal health office on the periodic monitoring of food preparation and packaging;
- e. foods should be nutritious, safe and affordable; and
- f. inspection of the consigned foods shall be made before serving/vending them at the canteen.

4. A monitoring team shall be tasked to ensure adherence to standards on quality, handling and serving of food in the school canteen and that food safety standards and hygienic practices are strictly observed and implemented.

5. The school heads and teachers should encourage parents to prepare snacks for their children to eat during recess time.
6. It is reiterated therefore that the sanctions stated under 10.3 of DepED Order No. 8, s. 2007 on any violation of the guidelines shall be imposed accordingly.
7. Immediate dissemination of and strict compliance with this Order is directed.

R. C. Bacani
RAMON C. BACANI
Undersecretary

Reference:

DepED Order: (Nos. 14, s. 2005 and 8, s. 2007)

Allotment: 1- (D.O. 50-97)

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

COOPERATIVES
HEALTH EDUCATION
NUTRITION EDUCATION
POLICY
RULES & REGULATIONS
SCHOOLS

Maricor/DO-Food Safety
06-27-08



APR 18 2005

DepED ORDER
No. 14, s. 2005

INSTRUCTIONS TO ENSURE CONSUMPTION OF NUTRITIOUS
AND SAFE FOOD IN SCHOOLS

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Directors of Services, Centers and Heads of Units
Schools Division/City Superintendents
Heads, Public and Private Elementary and Secondary Schools

1. To ensure consumption of nutritious and safe food in schools, all regional directors, schools superintendents, school heads and other school personnel are hereby directed to observe the following measures:

a. **A Canteen for Every Schools**

Every school must have a school canteen, no matter how small the school and how modest the canteen. In schools, currently without a canteen, the school head, in collaboration with the Parent-Teacher-Community Association (PTCA), should take steps to establish one.

b. **School Canteen-Prepared Foods**

School children should be advised to buy food and beverages only at the school canteen and be discouraged from going out of the campus to buy food items during school time. The recess period must be supervised by the class advisers.

c. **Regulation/Control of Supply of Food Items**

Food items for sale at the canteen should include natural or fortified food products that are rich in protein, energy, vitamins and minerals like: rootcrops, rice and corn products in native preparations, fruits and vegetables in season, and fortified foods, bearing the "Sangkap Pinoy" seal. Beverages shall be limited to milk, shakes and juices prepared from fresh fruits and vegetables.

d. **Home-Prepared Snacks**

The school heads and teachers should encourage parents, through the PTCA, to prepare packed snacks for their children to eat during recess time under the supervision of the class adviser.


e. **Involvement of LGU's/RHU's**

School officials should seek the assistance of Local Government Units (LGUs) and Rural Health Units (RHUs)/Barangay Health Center (BHCs) in regulating the sale of food and beverages by ambulant vendors. Presidential Decree No. 856 also known as the Code of Sanitation of the Philippines, allows ambulant food vendors to sell only bottled drinks, biscuits and confectionaries and other pre-packed foods. They are prohibited to sell food that require utensils.

f. **Food Safety Messages/Concepts**

In order to raise the level consciousness of school children on the importance of food safety, basic messages/concepts shall be integrated in selected subjects in the basic education curriculum.

2. The Health and Nutrition Center shall provide Food Safety Handbook to schools as reference material and shall initiate the orientation training of regional health and nutrition personnel who will likewise take the lead in orienting the division office, and school health personnel and school administrators.
3. Health and nutrition personnel at the regional and division levels and school heads shall intensify advocacy on nutrition and food safety and ensure strict implementation of all appropriate safety measures in the schools.
4. Immediate dissemination of and widest compliance with this Order is directed.


FLORENCIO B. ABAD
Secretary

Reference:

DECS Memorandum: No. 373, s. 1996

Allotment: 1—(D.O. 50-97)

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

/HEALTH EDUCATION
/POLICY
/PUPILS
/SCHOOLS
/STUDENTS



Republic of the Philippines
Department of Education
 REGION II - CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

SCHOOL GOVERNANCE AND OPERATIONS DIVISION- SCHOOL HEALTH SECTION
SCHOOL CANTEEN MONITORING TOOL

School: _____ No. of Schools Monitored/Validated by RO/SDO: _____
 Type of Canteen: _____ School-Managed; _____ Teacher's Coop.; _____ Laboratory; _____ (pls. specify) _____
 Date: _____

| I | Physical Facilities/Adequacy of Tools/Equipment | Evident | Not Evident | Remarks |
|------------|---|---------|-------------|---------|
| A. | General Condition and Appearance | | | |
| 1 | Adequate lighting and ventilation | | | |
| 2 | Clean, orderly and odor-free work and eating area | | | |
| 3 | Information bulletin with up-to-date and informative structuring on nutrition | | | |
| 4 | Available washing, drinking and sanitizing facilities | | | |
| 5 | Provisions of smooth traffic (entrance and exit of customers) | | | |
| II | General Manager | | | |
| 1 | Health certificate of food handlers updated and posted | | | |
| 2 | Displayed Sanitary Clearance/permit duly signed by agency concerned (RHU/LGU) | | | |
| 3 | Food Handlers trained on Basic Food Safety | | | |
| 4 | Canteen Policy posted on the bulletin board (DO No. 8, s. 2007; No. 13, s. 2017) | | | |
| III | Food Preparations/Safety and Service | | | |
| 1 | Practice Food Safety Measures during preparation and serving | | | |
| 2 | Well-groomed pupils/student aid and helpers/food handlers | | | |
| 3 | Wearing of clean and proper attire (apron, hairnets, appropriate footwear) at all times | | | |
| 4 | Properly Labelled Condiments | | | |
| 5 | Use of iodized salt | | | |
| 6 | Food sold : Category A (green) | | | |
| 7 | Category B (yellow) Twice a week | | | |
| 8 | Category C (red) - not to be served in school canteen | | | |
| 9 | Potable water supply available always | | | |
| 10 | Garbage receptacles/can covered, practice waste segregation | | | |
| 11 | Food Safety Checklist in School Canteen | | | |
| IV | Records Management | | | |
| A. | Daily updated Book of Accounts/Statement of Operations | | | |
| 1 | Sharing/Utilization of Proceeds | | | |
| | a. Supplementary Feeding Program for SW/W=35% | | | |
| | b. School Clinic Fund = 5% | | | |



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Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

FOOD SAFETY INSPECTION CHECKLIST

SCHOOL / SCHOOL CANTEEN: _____ DISTRICT: _____ DATE: _____

| | PARAMETERS | EVIDENT (✓) | NOT EVIDENT (✓) | REMARKS |
|------------|--|----------------|-----------------------|---------|
| I | STRUCTURE/FACILITY | | | |
| 1. | Presence of designated school Canteen in the School | | | |
| 2. | Absence of hazardous objects such as uncovered electrical outlets and wires, sharp and pointed objects in the school canteen, rough objects along pathways, slippery floor | | | |
| 3. | Presence and displayed updated Sanitary Permit | | | |
| 4. | Presence of screened doors and windows | | | |
| 5. | Presence of hand washing Area (For Pupils/Students) | | | |
| 6. | Presence of labelled covered garbage bins | | | |
| 7. | Presence of safe drinking water station with certificate of water potability | | | |
| 8. | Pest- free and odor-free in the school canteen | | | |
| 9. | Presence of Clean and Safe Facilities (Receiving Area, washing area, kitchen, display area/holding Area, dining area) | | | |
| 10. | Presence of sanitizing equipment or modalities | | | |
| II | FOOD HANDLERS/CANTEEN PERSONNEL | | | |
| 1. | All food handlers have an updated health certificate | | | |
| 2. | All food handlers are wearing clean clothes, apron, hair strain, food gloves, face mask for food service , face shield, and with well-trimmed fingernails (Complete Proper Protective Equipment - PPE) | | | |
| 3. | All food handlers practice proper hand washing at all times (Flow of food) | | | |
| III | FLOW OF FOOD (Receiving, Storage, Preparation, Cooking, Holding, Serving) | | | |
| A. | RECEIVING | | | |
| 1. | Check deliveries if purchased from a reliable source (Permit) | | | |
| 2. | Foods/products delivered in good condition (No dent, no molds, non-leakage, no rust, no foul smell, no bugs) Please specify | | | |
| 3. | No expired food/products delivered | | | |
| 4. | Ready to eat foods/raw foods received at below 5°C temperature | | | |
| 5. | Frozen foods/products received at -18 °C | | | |



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| B. STORAGE | | | | |
| 1. Storage areas are clean and sanitized | | | | |
| 2. High –risk food / perishable foods stored in the refrigerator at 0 °C - 5 °C | | | | |
| 3. Frozen Food kept in the freezer at -18°C | | | | |
| 4. Raw foods were placed below high-risk food | | | | |
| 5. Rotate stocks, with label, date marks on food and strictly follow First In First Out (FIFO) | | | | |
| 6. stocks shelves kept a distance on the floors or walls to minimize risk of pest infestation and facilitate air circulation | | | | |
| 7. Dry goods kept in cool, dry and well-ventilated conditions | | | | |
| C. PREPARATION | | | | |
| 1. Food Preparation area is clean and sanitize | | | | |
| 2. Designated space for waste products away from food prepared | | | | |
| 3. Practice the use of color coding chopping boards and knives | | | | |
| 4. No bare hands contact with ready to eat food during preparation | | | | |
| 5. Observe and Practice Thawing Principle: -place frozen food on the lowest shelf of the multi-use refrigerator to prevent juices from dripping on other foods -use clean and sanitized equipment or utensils -Place the food in a container to prevent from dripping and contaminate other food -Select the most convenient and suitable thawing method depending on the size and type of food and the equipment available in the school canteen | | | | |
| D. COOKING | | | | |
| 1. All cooking utensils are clean and sanitized | | | | |
| 2. Clean and potable water used for cooking | | | | |
| 3. Cooking Ingredients/Condiments are properly labelled | | | | |
| 4. Cleaning materials, chemicals are properly labelled and kept away from food or food ingredients | | | | |
| 5. Food handler measure the core temperature of the food using clean, sanitized, calibrated food thermometer | | | | |
| 6. The food reached at least the minimum internal temperature of the required time | | | | |
| 7. observed the use of clean spoon each time you need to taste-test the food | | | | |
| E. HOLDING | | | | |
| 1. Presence of food storage / display equipment | | | | |
| 2. Maintain the temperature to ensure that the foods is not in the danger zone (5°C- 60°C) | | | | |
| F. SERVING | | | | |
| 1. Serving utensils & eating paraphernalia's are clean and sanitized | | | | |
| 2. Provide Thongs, serving spoons to minimize handling foods with | | | | |



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| | | | | | |
|----|--|--|--|--|--|
| | bare hands | | | | |
| 3. | Properly Labelled foods for allergens | | | | |
| 4. | Serve food quickly after cooking / reheating | | | | |
| 5. | Serve food quickly after removing from fridge | | | | |
| 6. | Use of biodegradable packaging to prevent emission of toxins from plastic containers/ plastic eating paraphernalia | | | | |

Prepared by

HAZEL B. ARREO
Nurse II

Noted:

ROMULO S. ANCHETA, Ph.D
Schools Governance and Operations Division

Name/Signature of Inspector

Name and Signature of Canteen Manger/Personnel

Date: _____

Date: _____



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