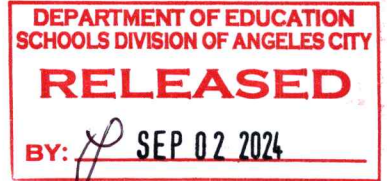




Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF ANGELES CITY




29 Aug 2024

**DIVISION MEMORANDUM**  
No. **317**, s. 2024

**RE-ORIENTATION ON THE IMPLEMENTING GUIDELINES OF  
CANTEEN OPERATIONS AND MANAGEMENT IN PUBLIC ELEMENTARY  
AND SECONDARY SCHOOLS**

To: Assistant Schools Division Superintendent  
Chiefs – CID and SGOD  
Public Schools District Supervisors  
Heads of Public Elementary and Secondary Schools  
All Concerned

1. Please be informed that the Schools Division Office of Angeles City will conduct a **Re-orientation on the Implementing Guidelines of Canteen Operations and Management in Public Elementary and Secondary Schools** on **September 3, 2024** from **8:00 a.m. to 5:00 p.m** at the **Gabalton Building**.
2. The participants are the Public Schools District Supervisors, School Heads, and AO II/ADAS in-charge of canteens and requested to accomplish the registration link **on or before August 30, 2024**.
3. Likewise, schools are advised to bring their July 2023 to June 2024 Summary of Net Income and Utilization Reports and July-August 2024 cash disbursement and receipts.
4. Enclosed is the program of activities for your reference.
5. A registration of P350.00 per participant shall be charged to the Canteen Funds/MOOE subject to the usual accounting and auditing procedures.
6. Immediate dissemination of and compliance with this Memorandum is earnestly desired.

 **ENGR. EDGARD C. DOMINGO, PhD, CESO V**  
Schools Division Superintendent 



Jesus St., Brgy. Pulungbulu, Angeles City 2009  
[045\) 901-9498/angeles.city@deped.gov.ph](mailto:angeles.city@deped.gov.ph)



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Enclosure: As stated  
References: DO 8, s2007  
To be indicated in the Perpetual Index  
under the following subjects:

MEETINGS

CANTEEN

SCHOOL

CAL/DRRM/August 29, 2024 *H*



Jesus St., Brgy. Pulungbulu, Angeles City 2009  
[045\) 901-9498/angeles.city@deped.gov.ph](mailto:angeles.city@deped.gov.ph)



Republic of the Philippines  
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 SCHOOLS DIVISION OFFICE OF ANGELES CITY

317

Enclosure 1, Division Memo No. \_\_\_\_, s.2024

**Re-orientation on the Implementing Guidelines of Canteen Operations and Management in Public Elementary and Secondary Schools**

September 3, 2024  
 Gabaldon Building, Angeles City

**PROGRAM of Activities**

<b>TIME</b>	<b>ACTIVITIES</b>
8:00-8:15 AM	Opening Program
8:16- 9:45 AM	Revisit DepEd Order 8, s2007
9:46-10:00 AM	Health Break
10:01AM-12:00 NN	<b>Procedural Requirements and Health, Nutrition and Food Safety</b> <b>Jakie D. Gabor</b> <i>Nurse</i>
12:01-1:00 PM	<b>Health break</b>
1:01-2:45 PM	<b>Discussion/Workshop on Canteen Financial Reports/Requirements</b> <b>Clarisa A. Lagman</b> PDO II-DRRM
2:46 - 3:00 PM	<b>Break</b>
3:01- 03:45 PM	<b>Best Practices in Canteen Management</b>
03:46- 4:45 PM	<b>Open Group Discussion</b> Justine Silloriquez and Atty. Paul Nikon Alcayro Resident COA- Auditor Division Legal Officer
4:46-5:00 PM	Ways Forward

