



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

July 25, 2025

DIVISION MEMORANDUM
OSDS No. 098, s. 2025

**DEADLINE FOR SUBMISSION OF SCHOOL -BASED FEEDING PROGRAM
(SBFP) LIQUIDATION REPORTS**

To: School Heads
SBFP Focal persons
Administrative Officers II
School – based finance personnel

1. To ensure timely submission of consolidated reports in compliance with the DepEd Central, Regional Office, DBM and COA requirements, all School Heads, Administrative officers II and school -based finance personnel are advised to submit the **SBFP Liquidation Reports** to the **Accounting Section of SDO Tacurong City**.

2. The deadline for submission of SBFP Liquidation shall be the following:

Months	Deadline
July 2025 – September 2025	10 th day of October 2025
October 2025 – December 2025	19 th day of December 2025
January 2026	10 th day of February 2026

3. The **supporting documents** required for SBFP Liquidation are the same as those used in the MOOE Liquidation Reports. Additionally, the **color of the folder** to be used for SBFP Liquidation shall follow the same standard as that used for MOOE Liquidation Reports.

4. For the information, guidance, and compliance of all concerned.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent 

Enclosures: None.
Reference:
Allotment: none
To be included in the perpetual Index under

REPORTS RECORDS

JGS/OSDS/DM/ DEADLINE OF SUBMISSION OF SBFP LIQUIDATION REPORTS/ July 25, 2025



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