





REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
REGION 02  
**Schools Division of Batanes**  
Basco



DIVISION MEMORANDUM  
No. 17 s. 2018

TO : OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education program Supervisors  
Elementary and Secondary School Heads  
School Canteen In-Charge

FROM :   
REYNANTE Z. CALIGUIRAN, Ph. D., CESE  
OIC, Schools Division Superintendent 

Date : 06 June 2018

SUBJECT : REITERATING STRICT COMPLIANCE OF THE GUIDELINES ON CANTEEN  
MANAGEMENT AND OPERATION STIPULATED IN DEPED ORDERS NO. 17 S. 2005,  
8 S. 2007 AND 13 S. 2017

1. The guidelines shall apply to School –Managed Canteens operating in public elementary and secondary schools in the Division of Batanes.
2. Include in your monitoring and evaluation the strict compliance on food preference and food restrictions, cleanliness and orderliness of the school canteens.
3. The team headed by Mr. William V. Engay, Division Focal Person on canteen operations shall conduct monthly/periodic inspection on the quality, and handling of food served, canteen sanitation, and use of facilities to ensure that food safety standards and hygienic practices are strictly implemented.
4. The school principal shall organize a school level auditing committee to be composed of the mathematics department head/teacher, Home Economics head/teacher and the president of the faculty club. The committee shall look into the book of accounts at least once a month, and the audited financial statement shall be posted in the transparency board.
5. Wide and immediate dissemination is desired.