



REPUBLIC OF THE PHILIPPINES  
REGION VI-WESTERN VISAYAS  
PROVINCE OF ILOILO  
MUNICIPALITY OF TIGBAUAN

OFFICE OF THE MUNICIPAL MAYOR  
LGU TIGBAUAN, ILOILO

**RECEIVE**

By: A. TARDI  
Date: 5.5.26  
Time: 10:27 AM

EXCERPT FROM THE MINUTES OF THE CY 2026 – 17<sup>th</sup> REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN TIGBAUAN, ILOILO HELD AT THE S.B. SESSION HALL, TIGBAUAN MUNICIPAL BUILDING ON APRIL 29, 2026 AT 10:00 O'CLOCK IN THE MORNING.

**PRESENT:**

|                             |   |                                     |
|-----------------------------|---|-------------------------------------|
| HON. MARLON T. TERUÑEZ,     | - | SB Member & Temp. Presiding Officer |
| HON. ADRIAN S. CAMPOSAGRADO | - | SB Member                           |
| HON. JOEL L. SAYSON         | - | SB Member                           |
| HON. NORA ROSE T. TUBIANO   | - | SB Member                           |
| HON. REYNALDO E. TUMABOTABO | - | SB Member                           |
| HON. NORBERTO T. TURALBA    | - | SB Member                           |
| HON. LORNA T. DOMINGO       | - | Liga President                      |

**OFFICIAL BUSINESS:**

HON. LUGEN T. ORTILANO, - Vice Mayor  
(To attend Emergency Meeting at DPWH 1<sup>st</sup> Engineering District, Guimbal, Iloilo, April 29, 2026)

**ABSENT/LEAVE:**

|                               |   |                                      |
|-------------------------------|---|--------------------------------------|
| HON. GENE ROSE C. CANAYA      | - | SB Member (Maternity Leave)          |
| HON. PINKY A. JARINA          | - | SB Member (Special Privilege. Leave) |
| HON. JULIANA MARIE T. JULATON | - | SKMF President (Sick Leave)          |

**Resolution No. 2026-127**

RESOLUTION GRANTING AUTHORITY TO ATTY. VIRGILIO T. TERUEL, MUNICIPAL MAYOR, FOR AND IN BEHALF OF THE MUNICIPALITY OF TIGBAUAN, TO SIGN AND ENTER INTO A MEMORANDUM OF AGREEMENT (MOA) WITH THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT, THROUGH ITS FIELD OFFICE VI, FOR THE IMPLEMENTATION OF SUPPLEMENTARY FEEDING PROGRAM IN THE MUNICIPALITY OF TIGBAUAN

**WHEREAS**, the said **Memorandum of Agreement** shall be made and entered into by, and between the following parties:

- The **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT (DSWD)**, a national government agency created pursuant to Republic Act No. 5416, through its **FIELD OFFICE VI**, with office address at M. H. Del Pilar St. Molo, Iloilo City, herein represented by its **REGIONAL DIRECTOR, JOSELITO G. ESTEMBER** and hereinafter referred to as the "DSWD"; and
- The **LOCAL GOVERNMENT UNIT OF TIGBAUAN** with address at Barangay 9, Poblacion Tigbauan, Iloilo, herein represented by its **LOCAL CHIEF EXECUTIVE, ATTY. VIRGILIO T. TERUEL**, and hereinafter referred to as the "LGU";

**WHEREAS**, pursuant to Republic Act (RA) No. 11037 also known as "Masustansyang Pagkain Para sa Batang Pilipino Act", the Department of Education (DepEd) and the DSWD, in consultation with other National Government Agencies (NGAs), Local Government Units (LGUs), Non-Government Organizations (NGOs), and development partners are mandated to establish a comprehensive National Feeding Program that will address the problem of undernutrition among Filipino children;

Mswdo  
Cyndy N. Gealon 5/5/2026

**WHEREAS**, The Department of Social Welfare and Development (DSWD) is the primary government agency mandated to develop, implement and coordinate social protection and poverty-reduction solutions for and with the poor, vulnerable and disadvantaged;

**WHEREAS**, The Supplementary Feeding Program (SFP) is the provision of food in addition to the regular meals targeting all children enrolled in public/LGU run Child Development Center (CDCs) and Supervised Neighborhood Play Groups (SNPs) two years old and above, pursuant to DSWD Memorandum Circular No. 26 series 2024;

**WHEREAS**, Section 4(a) of RA No. 11037, provides that one of the components and coverage of the National Feeding Program is the SFP for Day Care Children. The DSWD in coordination with the LGUs concerned shall implement a supplemental feeding program for undernourished children with ages three (3) to five (5) years. The SFP shall include the provision of at least one (1) fortified meal for a period of not less than one hundred twenty (120) days in a year;

**WHEREAS**, Section 4(c) of R.A. No. 11037 provides that the national government agencies shall coordinate with the Department of Agriculture, the **National Dairy Authority (NDA)**, Philippine Carabao Center (**PCC**), and the Cooperative Development Authority for the incorporation of fresh milk and fresh milk-based food products in the fortified meals and cycle menu in accordance with R.A. No. 8976, otherwise known as the "Philippine Food Fortification Act of 2000;

**WHEREAS**, RA No. 10410 or the Early Years Act of 2013, declared the policy of the state to promote the rights of children to survival, development and special protection with full recognition of the nature of childhood as well as the need to provide developmentally appropriate experiences to address their needs;

**WHEREAS**, Volume 1-B, Item XXIII (A) under the Organizational Outcomes (OOs) or Performance Indicators (PIs) of the General Appropriation Act of 2025 stated that the target outcome indicator of SFP is 75% of malnourished children in CDCs and SNPs with improved nutritional status;

**WHEREAS**, Government Procurement Policy Board (GPPB) Resolution No. 18-2021 entitled "Guidelines for the Conduct of Community Participation in Procurement", institutionalizes the procedure for direct purchase of Agricultural and Fishery Products from Local Farmers and Fisherfolks. This is without prejudice to other procurement modalities that may be prescribed under the provisions of the following laws: [i] RA No. 11037 or the "Masustansyang Pagkain para sa Batang Pilipino Act"; [ii] RA No. 11148 or the "Kalusugan at Nutrisyon ng Mag Nanay Act"; [iii] RA No. 11321 of the "Sagip Saka Act"; and [iv] Any other law or government program which may thereafter require the participation of community groups.

**WHEREAS**, Book I, Title I, Chapter I, Section 17(b)(2)(iv), Chapter II of the RA No. 7160 or the Local Government Code of the Philippines provides for the roles of the Municipality in the delivery of social welfare services which include the programs and projects on child and youth welfare, family and community welfare, women's welfare, welfare of the elderly and disabled person; community-based rehabilitation programs for vagrants, beggars, street children, scavengers, juvenile delinquents, and victims of drug abuse; livelihood and other pro-poor projects; nutrition services; and family planning services;

**WHEREAS**, for and in consideration of the foregoing premises, the parties agree to undertake the program under the following terms and conditions:

### **I. OBJECTIVES**

This MOA aims to establish and ensure the successful implementation of the Supplementary Feeding Program (SFP) by the LGU in line with the current laws and guidelines of the program.

### **II. ROLES AND RESPONSIBILITIES:**

**DSWD shall:**

#### **SOCIAL PREPARATION**

- a. Conduct program orientation regarding the implementation of the program such as but not limited to updates on implementation guidelines, encoding of beneficiaries in the database, policies and procedures including the procurement process under Negotiated Procurement Community Participation whenever applicable;
- b. Inform the LGU, through a letter, of the start of submission of documentary requirements for the conduct of the program. The required documents must be submitted within fifteen (15) calendar days from the receipt of the letter;
- c. Release funds to the Municipal LGU in the amount of TWO MILLION SEVEN HUNDRED SIXTY-NINE THOUSAND PESOS (P 2,769,000.00) ONLY based on pertinent provision of Commission on Audit (COA) Circulars 94-013 dated December 13, 1994, COA Circular No. 2016-002 dated May 31, 2016 and 2017-002 dated October 25, 2017;
- d. Designate a Focal Person for the SFP to provide guidance and technical assistance to the Local Social Welfare & Development Officers (LSWDO), CDC/SNP workers, Day Care Workers Federation (DCWF) and Day Care Service Parent Group (DCSPG) and other local organizations involved in the implementation of the Program;

#### **IMPLEMENTATION**

- a. Manage and coordinate/supervise the implementation of the SFP in the region;
- b. Closely monitor the fund management, utilization, distribution, program implementation and respond to operational concerns of the LGU's Day Care Workers Federation (DCWF), Day Care Service Parent Group (DCSPG), Supervised Neighborhood Playgroup (SNP), Parents Group, Child Development Centers (CDC), Day Care Workers (DCW), SNP Workers;
- c. Consolidate the LGU reports and submit monthly physical accomplishment and financial report detailing the utilization of funds to the Central Office - Protective Services Bureau, no later than the 5th day of each month following the end of the reporting period;

#### **POST IMPLEMENTATION**

- a. Conduct a regional review and evaluation at the end of the implementation period of each cycle;
- b. Acknowledge and Issue Official Receipt for any unused/excess funds transferred to LGU.

LGU shall:

2.1 Hot Meals Implementation

SOCIAL PREPARATION

a. Submit the pertinent documents as the basis for the release of the fund allocation for the CY 2026 SFP implementation.

| Name of Document/s                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Expected Date of Submission                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| <div>1. Project Proposal;</div> <div>2. Summary or Masterlist of children</div> <div>3. Sangguniang Bayan Resolution;</div> <div>4. Copy of the Certificate/Designation of the SFP focal person;</div> <div>5. Copy of the Certificate of Trust Fund Account</div> <div>Note: For those LGUs with previous SFP implementation the following additional documents are required:</div> <div>1. Full liquidation Report of the Fund Allocation</div> <div>2. Terminal Report of the previous feeding implementation which included the following but not limited to: assessment of the physical, financial, and nutritional status, good practices, challenges encountered, and recommendations.</div> | 15 calendar days from the receipt of the entry letter |
| Summary or Final Enrollment List of Children with Anthropometric Assessment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2 weeks before the actual implementation              |

Consequently, the LGU shall ensure compliance with the deadline set for the submission of the aforementioned documents;

- b. Issue Official Receipt to DSWD Field Office VI as acknowledgement of the fund transfer made either through Check or Journal Entry Voucher (JEV) or through Advice Debit Account (ADA);
- c. Maintain a separate subsidiary record for each account;
- d. Submit master list of children identified with nutritional status and food restrictions or intolerance i.e. lactose intolerance, for consideration in the preparation of cycle menu and for allocation of fresh milk or fresh milk based products;
- e. Prepare a cycle menu that includes hot meals and alternative food products, and maximizes the use of locally available resources, and approved by a Registered Nutritionist-Dietitian;
- f. Commence procurement activity within thirty (30) days from receipt of the funds transferred by the DSWD, in accordance with the existing procurement laws, such as but not limited to R.A. No. 12009 and its implementing rules and regulations, as well as resolutions and other applicable budgeting, accounting and auditing rules and regulations for the granting, utilization and liquidation of cash advances;
- g. Promote food and nutrition security by supporting accredited farmers and fisherfolks cooperatives and Community Based Organizations (CBOs) by prioritizing NPCP as mode of procurement;

- h. Designate the Municipal Social Welfare Development Officer (MSWDO) or a staff member from the MSWD Office as the Focal Person for the feeding program. The Focal Person will be responsible for providing guidance, technical assistance and support to the DCWF/DCSPG in coordination with the Province and Municipal Nutrition Action Officer (P and MNAO). Additionally, the Focal Person shall ensure that updates on the implementation of the SFP are included in discussions during Local Nutrition Committee (LNC) meetings.

NOW, THEREFORE, on motion of HON. ADRIAN S. CAMPOSAGRADO, Chairman, Committee on Social Justice, Welfare & Development (Including Children, Family Affairs & Indigents) and duly seconded by Hon. Joel L. Sayson, Hon. Nora Rose T. Tubiano, Hon. Reynaldo E. Tumabotabo, Hon. Norberto T. Turalba and Hon. Lorna T. Domingo;

BE IT RESOLVED, AS IT IS HEREBY RESOLVED, by the Sangguniang Bayan to Grant Authority To Atty. Virgilio T. Teruel, Municipal Mayor, For And In Behalf Of The Municipality Of Tigbauan, To Sign And Enter Into A Memorandum Of Agreement (MOA) With The Department Of Social Welfare And Development, Through Its Field Office VI, For The Implementation Of Supplementary Feeding Program In The Municipality Of Tigbauan;

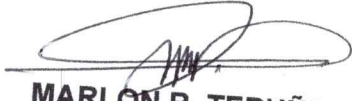
RESOLVED FURTHER, to furnish copies of this Resolution to the Office of the Municipal Mayor, to the Municipal Social Welfare and Development Office, and to all concerned for their information and/or appropriate action.

APPROVED.

CERTIFIED CORRECT:

  
MARLENE TAYO-NAVA  
S.B. Secretary

ATTESTED:

  
MARLON R. TERUÑEZ  
SB Member & Temporary Presiding Officer



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Sangguniang Bayan Tigbauan

"Public Office is a Public Trust."  
Public Officials must at all times be accountable to the people"

HON. LUGEN T. ORTILANO, Municipal Vice Mayor

SANGGUNIAN BAYAN MEMBERS

HON. PINKY ATADERO-JARINA, MD Pediatrician  
HON. GENE ROSE C. CANAYA, Lawyer  
HON. ADRIAN S. CAMPOSAGRADO, MPG  
HON. JOEL L. SAYSON

HON. MARLON R. TERUÑEZ, PhD  
HON. NORA ROSE TAMONAN-TUBIANO  
HON. REYNALDO E. TUMABOTABO  
HON. NORBERTO T. TURALBA

HON. LORNA T. DOMINGO, LNB President  
HON. JULIANA MARIE T. JULATON, SKMF President

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