

Module B: Feeding Station Monitoring

School Profile			
School Name			
Barangay			
Monitoring Date		Start Time	

Volunteer Profile	
Monitor Name	
Contact Number	
Gender	
Age	

A. Feeding Station Uniform			Score
Check if feeding station volunteers are the same as kitchen volunteers.	<input type="checkbox"/>		
Basic Monitoring Points (1 point each)	<input type="checkbox"/>	Notes	
1. ALL feeding station volunteers wear sleeved shirts	<input type="checkbox"/>		
2. ALL feeding station volunteers wear Hairnets	<input type="checkbox"/>		
3. ALL feeding station volunteers wear aprons	<input type="checkbox"/>		
4. Feeding station volunteers are not wearing any trinkets or jewelry	<input type="checkbox"/>		
Enhanced Monitoring Points (1 point each)			
5. ALL feeding station volunteers wear spit guard or face mask	<input type="checkbox"/>		
6. ALL feeding station volunteers wear plastic gloves	<input type="checkbox"/>		
7. ALL feeding station volunteers wear closed footwear or rubber boots	<input type="checkbox"/>		
Total Score			
Remarks:			

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B. Feeding Station Facilities				
Facility style				
<input type="checkbox"/> Kitchen detach	<input type="checkbox"/> Dedicated feeding room	<input type="checkbox"/> Repurposed classroom		
<input type="checkbox"/> Canteen/H.E. Room	<input type="checkbox"/> Others			
Basic Monitoring Points (1 point each)	Checkbox	Notes	Score	
8. Tableware				
a. Plastic, ceramic, or stainless steel plates	<input type="checkbox"/>			
b. Plastic, ceramic, or stainless steel cups	<input type="checkbox"/>			
c. Spoons and forks	<input type="checkbox"/>			
d. Food bowls	<input type="checkbox"/>			
e. Food trays	<input type="checkbox"/>			
9. Tableware ratio Plates & cups : student				
a. 1:3 ratio or higher	<input type="checkbox"/>			
b. 1:2 ratio	<input type="checkbox"/>			
c. 1:1 ratio (2 points)	<input type="checkbox"/>			
10. Furnishing				
a. Arm chairs	<input type="checkbox"/>			
b. Kitchen tables and chairs	<input type="checkbox"/>			
c. Long tables and benches	<input type="checkbox"/>			
11. Drinking Station				
a. Water pitchers	<input type="checkbox"/>			
b. Water dispenser/drinking fountain	<input type="checkbox"/>			
12. Potable drinking water				
a. Sterilized water/Filtered Water	<input type="checkbox"/>			
b. Distilled/purified drinking water	<input type="checkbox"/>			
13. Feeding station lighting				
a. Electrical lighting	<input type="checkbox"/>			
14. Ventilation	<input type="checkbox"/>			
a. Windows	<input type="checkbox"/>			
b. Stand fans or ceiling fans	<input type="checkbox"/>			
c. Exhaust and air vents with fans (2 points)	<input type="checkbox"/>			
15. Feeding station has door screens	<input type="checkbox"/>			

16. Feeding station has window screens	<input type="checkbox"/>		
17. Dish collection area	<input type="checkbox"/>		
a. Collection table	<input type="checkbox"/>		
b. Pans and basins	<input type="checkbox"/>		
c. Soiled dish rack/trolley (2 points)	<input type="checkbox"/>		
Enhanced Monitoring Points (1 point each)			
18. Floor mats on entrances and exits	<input type="checkbox"/>		
19. Visible handwashing reminders	<input type="checkbox"/>		
20. Handwashing area			
a. Wash basins and water containers	<input type="checkbox"/>		
b. Integrated lavatory	<input type="checkbox"/>		
21. Handwashing areas has supply of hand soap	<input type="checkbox"/>		
22. Hand sanitizers	<input type="checkbox"/>		
23. Weighing scale	<input type="checkbox"/>		
Advanced Monitoring Points (2 points each)			
24. Foot bath on entrances and exits	<input type="checkbox"/>		
25. DepEd prescribed feeding counter*	<input type="checkbox"/>		
26. Feeding station sterilizes utensils before use	<input type="checkbox"/>		
Total Score			
Remarks:			

C. Pre-feeding preparations and portioning			Score
Basic Monitoring Points	<input type="checkbox"/>		
27. Tables are cleaned before feeding			
a. Dry-wiped	<input type="checkbox"/>		
b. Wiped with wet cloth and then dried	<input type="checkbox"/>		
c. Cleaned with soap and water, then dried (2 points)	<input type="checkbox"/>		

28. Feeding station is swept clean before feeding commences	<input type="checkbox"/>		
29. Plates and utensils are cleaned before portioning meals.	<input type="checkbox"/>		
30. Similar or equal serving sizes			
a. No measuring cups but identical portions	<input type="checkbox"/>		
b. Measuring cups are used for portioning	<input type="checkbox"/>		
31. Serving guide is present or visible	<input type="checkbox"/>		
32. No direct hand contact with food during portioning; only ladles or other utensils are used.	<input type="checkbox"/>		
33. Separate ladles and cups are used for rice and viands	<input type="checkbox"/>		
Enhanced Monitoring Points (1 point each)			
34. Number of dishes portioned/served is recorded	<input type="checkbox"/>		
35. Student attendance is recorded	<input type="checkbox"/>		
Advanced Monitoring Points (2 points each)			
36. Food temperature is checked before serving	<input type="checkbox"/>		
Total Score			
Remarks:			

D. Feeding			Score
Basic Monitoring Points (1 point each)	Checkbox	Notes	
37. Students wash hands before eating	<input type="checkbox"/>		
38. Food is served in orderly fashion			
a. Students line-up to receive food	<input type="checkbox"/>		
b. Students are seated before serving food	<input type="checkbox"/>		

39. Volunteers encourage students to finish their meals	<input type="checkbox"/>		
40. Feeding station is closed off to outsiders	<input type="checkbox"/>		
41. Students bring soiled dishes to collection area	<input type="checkbox"/>		
42. Students wash hands after eating	<input type="checkbox"/>		
Enhanced Monitoring Points (1 point each)			
43. Visible handwashing reminders	<input type="checkbox"/>		
44. Volunteers keep record of students who do not finish meals	<input type="checkbox"/>		
45. Visible guides for soiled dish collection	<input type="checkbox"/>		
Total Score			
Remarks:			

E. Clean-up and Sanitation (Feeding station side)			Score
Basic Monitoring Points	Checkbox	Notes	
46. Plates and utensils are washed within 15 minutes after feeding concludes	<input type="checkbox"/>		
47. Food wastes and biodegradable litter are segregated for disposal	<input type="checkbox"/>		
48. Tables are cleaned within 15 minutes after feeding concludes	<input type="checkbox"/>		
49. Kitchen floors are swept after cooking/feeding	<input type="checkbox"/>		
50. Kitchen floors are mopped after cooking/feeding	<input type="checkbox"/>		
51. Utensils and cookware are dried before being stored.	<input type="checkbox"/>		
a. Utensils are air-dried before storage	<input type="checkbox"/>		
b. Utensils are wiped dry before storage	<input type="checkbox"/>		
Enhanced Monitoring Points (1 point each)			

52. Feeding station has visible cleaning guide/protocol	<input type="checkbox"/>		
53. Feeding stations uses chemical disinfectants for cleaning floors and surfaces.	<input type="checkbox"/>		
54. Feeding station has a pest-control plan	<input type="checkbox"/>		
55. Utensils (spoons and forks) are sterilized after washing			
a. Sterilized with hot water	<input type="checkbox"/>		
b. Sterilized using autoclaves or with other cleaning equipment	<input type="checkbox"/>		
Total Score			
Remarks			

F. Feeding Station Management			Score
Basic Monitoring Points (1 point each)	Checkbox	Notes	
56. List of feeding station volunteers	<input type="checkbox"/>		
57. Shift schedule	<input type="checkbox"/>		
58. Volunteer attendee/logbook	<input type="checkbox"/>		
Enhanced Monitoring Points (1 point each)			
59. Student attendance/logbook	<input type="checkbox"/>		
60. Feeding list	<input type="checkbox"/>		
Advanced Monitoring Points (2 points each)			
61. Student Health Profile	<input type="checkbox"/>		
62. Weight progress tracking/record	<input type="checkbox"/>		
63. SBFP Bulletin/Corner	<input type="checkbox"/>		
Total Score			
Remarks			