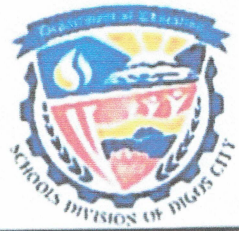




Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



February 21, 2018

DIVISION MEMORANDUM
No. 172, s. 2018

PREPARATION TIMELINE FOR BRIGADA ESKWELA 2018

To: SOLLIE B. OLIVER, LLB, MATE
Chief ES, SGOD
PUBLIC SCHOOLS DISTRICT SUPERVISORS
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
PETER-JASON C. SENARILLOS
Education Program Specialist II – Division Brigada Eskwela Coordinator

1. Brigada Eskwela or the "National Schools Maintenance Week" is an annual event prior to the opening of classes which aims to ensure that classrooms and school facilities are ready to provide an environment conducive to the learning and development of students.
2. In anticipation for Brigada Eskwela 2018, a list of activities and target dates which shall serve as a guide is provided herein to ensure that schools are making preparations for the opening of classes for School Year 2018 - 2019.
3. All School Heads shall take the lead in implementing the list of activities attached (Enclosure 1), while School Brigada Eskwela Coordinators and School Brigada Eskwela Committees shall provide the necessary manpower and support to realize them. The Public Schools District Supervisors and the Division Brigada Eskwela Coordinator shall provide guidance and technical assistance in the implementation of the listed activities.
4. For your information, guidance, and compliance.

WINNIE E. BATOON, EdD, CESE
Officer in Charge
Office of the Schools Division Superintendent

For and in the absence of the OIC-SDS:

DepEd Schools Division of Digos

RELEASED
3035

Date: FEB 21 2018 Time: 9:51

By:

MELANIE P. ESTACIO, PhD
Officer-In-Charge

Office of the Assistant Schools Division Superintendent

Encls: List Enclosures stated
To be indicated in the Perpetual Index under the following subjects:
BRIGADA ESKWELA GUIDELINES

PREPARATION TIMELINE FOR BRIGADA ESKWELA 2018

ACTIVITY	EXPECTED OUTCOME	PERSONS RESPONSIBLE/PERSONS INVOLVED	TARGET DATE
<p>1. Completion and Submission of Brigada Eskwela Form 1 (Physical Facilities and Maintenance Needs Assessment Form), Form 2 (School Work Plan), and Form 3 (Resource Mobilization Plan)</p>	<p>- BE Forms 1, 2, and 3 completed and submitted to the Schools Division Office.</p>	<p>-School Head, School BE/ASP Coordinator, School BE Committees -PSDS In-Charge, Division BE/ ASP Coordinator</p>	<p>March 23, 2018 Submit hard and soft copy to: Peter-Jason C. Senarillos Division BE Coordinator Email: peter.senarillos@deped.gov.ph</p>
<p>2. School Stakeholders' and Partners' Meeting</p>	<p>- School Stakeholders and Partners involved in Brigada Eskwela 2018 planning and resource mobilization.</p>	<p>-School Head, School BE/ASP Coordinator, School BE Committees, Stakeholders (PTA, SGC, Barangay LGU) and Partners (NGOs, NGAs, Private Sector) -PSDS In-Charge, Division BE/ ASP Coordinator</p>	<p>February 1 - March 31, 2018</p>
<p>3. Brigada Eskwela Campaign and Advocacy</p>	<p>- Wide information and education campaign of Brigada Eskwela 2018 thru broadcast (TV/Radio), print (local newspapers), and social media (Facebook, Instagram, Twitter). - Brigada Eskwela recorda, tarp hanging, jingle-playing and public announcements.</p>	<p>-School Head, School BE/ASP Coordinator, School BE Campaign and Advocacy Committee and School BE Documentation Committee. -PSDS In-Charge, Division BE/ ASP Coordinator</p>	<p>April 30 – May 11, 2018</p>

<p>4. Brigada Eskwela 2018 Kick-Off Ceremony</p>	<ul style="list-style-type: none"> - Festive and broadly participated School Brigada Eskwela Kick-Off Ceremony. - Volunteers oriented and participated in the 1st day of brigada 	<ul style="list-style-type: none"> -School Head, School BE/ASP Coordinator, School BE Committees, students, teachers, parents, diverse volunteers, partners, donors, media personnel -PSDS In-Charge, Division BE/ ASP Coordinator 	<p>May 14, 2018</p>
<p>5. Brigada Eskwela Week</p>	<ul style="list-style-type: none"> - Daily participation of diverse volunteers, inflow of relevant donations, and successful implementation of School Work Plan - Daily documentation and submission of records of: <ul style="list-style-type: none"> a. Volunteers: b. Resources Generated: c. Labor Cost (in Pesos): 	<ul style="list-style-type: none"> -School Head, School BE/ASP Coordinator, School BE Committees, volunteers, partners, donors, media personnel -PSDS In-Charge, Division BE/ ASP Coordinator 	<p>May 14 – 19, 2018</p>