



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



DIVISION MEMORANDUM
 No. 061, s. 2020


January 27, 2020

PREPARATION TIMELINE FOR BRIGADA ESKWELA 2020

To: Sollie B. Oliver, JD, MATE - Chief ES, SGOD
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 Peter-Jason C. Senarillos - 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 2020 which shall be conducted on May 18-23, 2020, all school heads are hereby advised to prepare and submit to the Division Office an **action plan** containing a list of activities and target dates which shall serve as a guide to ensure that schools are ready for the opening of classes for School Year 2020 - 2021. Attached is the timeline of activities which shall guide all public schools in the preparations for Brigada Eskwela 2020.
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.


CRISTY C. EPE, CESE
 Schools Division Superintendent

Schools Division Office - Digos City
 Division Office - Digos City
RELEASED
 52474
 DATE: 28 JAN 2020 TIME: 2:33
 BY: 

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

PJSENARIILLOS: PREPARATION TIMELINE FOR BRIGADA ESKWELA 2020

27 January 2020

PREPARATION TIMELINE FOR BRIGADA ESKWELA 2020

2020 Brigada Eskwela Theme: "Pagpapanatili ng Bayanihan Tungo sa Kalidad na Edukasyon para sa Kabataan"
 Brigada Eskwela Week: May 18 – 23, 2020

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>February 21, 2020 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 2020 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, 2020</p>
<p>3. Brigada Eskwela Campaign and Advocacy</p>	<p>- Wide information and education campaign of Brigada Eskwela 2020 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 1 – May 17, 2020</p>

<p>4. Brigada Eskwela 2020 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 	<p>-School Head, School BE/ASP Coordinator, School BE Committees, students, teachers, parents, diverse volunteers, partners, donors, media personnel</p> <p>-PSDS In-Charge, Division BE/ ASP Coordinator</p> <p>-School Head, School BE/ASP Coordinator, School BE Committees, volunteers, partners, donors, media personnel</p> <p>-PSDS In-Charge, Division BE/ ASP Coordinator</p>	<p>May 18, 2020</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): 	<p>-PSDS In-Charge, Division BE/ ASP Coordinator</p>	<p>May 18 – 23, 2019</p>