



Republic of the Philippines  
**Department of Education**  
 DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2025- 180

To : Chiefs, CID and SGOD  
 Public Schools District Supervisors  
 Public Elementary and Secondary School Heads

Subject : 2025 BRIGADA ESKWELA TIMELINE OF ACTIVITIES

Date : March 24, 2025

In anticipation of the opening of classes for school year 2025-2026 in June this year and the conduct of Brigada Eskwela 2025 (tentative schedule: June 9-13, 2025) as a campaign to rally partners and stakeholders for volunteer work and resource generation, the Schools Division of Digos City hereby exhorts all public schools under its jurisdiction to conduct preparatory activities that will ensure the following:

1. Conduct of repair and maintenance needs assessment of classrooms and school facilities;
2. Preparation of program of works to accomplish repair and maintenance activities;
3. Conduct of advocacy and partnership activities to mobilize support from partners, stakeholders, and community organizations;
4. Engagement with partners to provide support to learners' needs to ensure their readiness for the opening of classes (uniforms, school supplies, and other needs);
5. Provision of value-adding services to make the conduct of Brigada Eskwela attractive and festive such as medical/dental missions, parenting sessions, legal aid, "libreng gupit", livelihood seminars, and others.

Attached herein is a timeline which shall serve as a guide to schools in the preparation of their action plans. All schools shall be required to submit their Brigada School Action Plans by April 4, 2025 in hard copies to the records section of the Division Office attention: Peter-Jason C. Senarillos, Senior Education Program Specialist.

For information and compliance.

DepEd Schools Division of Digos City  
 RECORDS SECTION

*[Handwritten Signature]*

Digitally signed by Melanie P. Estacio  
 Date: 2025.03.25 09:19:05 +08'00'

**RELEASED**

**MELANIE P. ESTACIO, PhD, CESO VI**  
 Schools Division Superintendent

*[Handwritten Signature]*

Enclosed: 1 copies  
 DATE: MAR 25 2025 TIME: 11:11 am  
 SGOD/SBO/ BY: [Signature]



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 Telephone Nos.: (082) 553-8375; (082) 553-8396

Enclosure 1

**BRIGADA ESKWELA 2025 TIMELINE**

ACTIVITY	EXPECTED OUTCOME	PERSONS RESPONSIBLE/PERSONS INVOLVED	TARGET DATE
<p><b>1. Completion and Submission of Brigada Eskwela <u>Form 1</u> (Physical Facilities and Maintenance Needs Assessment Form), <u>Form 2</u> (School Work Plan), and <u>Form 3</u> (Resource Mobilization Plan)</b></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</p> <p>Monitoring: -PSDS In-Charge, Division BE/ ASP Coordinator</p>	<p>April 4, 2025</p> <p>Submit hard and soft copy to:</p> <p>Peter-Jason C. Senarillos Division BE Coordinator</p> <p>Email: <a href="mailto:peter.senarillos@deped.gov.ph">peter.senarillos@deped.gov.ph</a></p>
<p><b>2. School Stakeholders' and Partners Meeting</b></p>	<p>- School Stakeholders and Partners are involved in Brigada Eskwela 2025 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)</p> <p>Monitoring: -PSDS In-Charge, Division BE/ ASP Coordinator</p>	<p>March 28 – April 11, 2025</p>
<p><b>3. Brigada Eskwela Campaign and Advocacy</b></p>	<p>- Wide information and education campaign of Brigada Eskwela 2025 thru broadcast (TV/Radio), print (local newspapers), and social media (Facebook, Instagram, Twitter).</p>	<p>-School Head, School BE/ASP Coordinator, School BE Campaign and Advocacy Committee and School BE Documentation Committee.</p> <p>Monitoring: -PSDS In-Charge, Division BE/ ASP Coordinator</p>	<p>April 11 – May 30, 2025</p>

	- Brigada Eskwela recorida, tarp hanging, jingle-playing and public announcements.		
<b>4. Brigada Eskwela 2025 Kick-Off Ceremony</b>	- Festive and broadly participated School Brigada Eskwela Kick-Off Ceremony.  - Volunteers oriented and participate in the 1 <sup>st</sup> day of Brigada Eswela	-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	June 10, 2025  (Division Kick – Off is June 9, 2025)
<b>5. Brigada Eskwela Week</b>	- Daily participation of diverse volunteers, inflow of relevant donations, and successful implementation of School Work Plan - Daily documentation and submission of records of: a. Volunteers: b. Resources Generated: c. Labor Cost (in Pesos):	-School Head, School BE/ASP Coordinator, School BE Committees, volunteers, partners, donors, media personnel  -PSDS In-Charge, Division BE/ ASP Coordinator	June 9-13, 2025