



Republika ng Pilipinas

Kagawaran ng Edukasyon

REHIYON V - BICOL

TANGGAPANG PANSANGAY NG CATANDUANES



29 January 2024

DIVISION MEMORANDUM

No. 045, s. 2024

**SUBMISSION OF DISTRICT PARTNERSHIPS FOCAL PERSONS
(ADOPT-A-SCHOOL PROGRAM AND BRIGADA ESKWELA)**

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Education Program Supervisors
Public Schools District Supervisors/In-Charge of the Districts
All Others Concerned

1. Pursuant to Republic Act 8525, otherwise known as "Adopt-a-School Act of 1998", and in consistent to the Department's MATATAG Agenda call to engage stakeholders for support and collaboration, and for faster coordination of programs, projects and activities related to ASP, this Office, though the SGOD-Social Mobilization and Networking Unit, requests all Public Schools District Supervisors to submit their designated District Partnership Focal Person (Brigada Eskwela and Adopt-a-School Program) effective immediately.
2. Designated District Partnership Focal Person (Brigada Eskwela and Adopt-a-School Program) must comply with DepEd Order No. 002, s. 2024 re: Immediate Removal of Administrative Tasks of Public School Teachers, Article V, Letter A, No. 1.f.iii, in which the designation of School Partnership Focal Person (Brigada Eskwela and Adopt-a-School Program) falls.
3. Designation shall be valid, unless otherwise revoked.
4. Attached are the functions of the District Partnerships Focal Persons (Adopt-a-School Program and Brigada Eskwela) for reference.
5. A copy of the designation order shall be submitted to this Office through the SGOD-Social Mobilization and Networking Unit once signed by the proper authorities.
6. For queries and/or clarifications, you may contact Marife B. Brequillo, Division Partnerships Focal Person at 09958438071/09394513915 or email at socmob.ctd@deped.gov.ph.
7. For immediate dissemination and compliance.


SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent



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Enclosure No. 1 to Division Memorandum No. 045, s. 2024

**DESIGNATION OF DISTRICT PARTNERSHIPS FOCAL PERSON
(ADOPT-A-SCHOOL PROGRAM AND BRIGADA ESKWELA)**

Name: _____ Position: _____
School: _____ School ID: _____
District: _____ Contact No.: _____
DepEd Email Account: _____

In the exigency of service, you are hereby designated as District Partnership Focal Person (Brigada Eskwela and Adopt-a-School Program) effective immediately until such time this designation is revoked.

Thus, you are expected to perform the following functions in addition to your usual duties and responsibilities without additional remuneration.

Your duties and responsibilities among others include:

a. Assist the School Partnerships Focal Persons in identifying potential partners, which could engaged in supporting the priority programs and projects of the schools especially during Brigada Eskwela or the National Schools Maintenance Week;

b. Assist the School Partnerships Focal Persons in coordinating with the Division Partnership Focal Person regarding the review and approval of Memorandum of Agreement (MOA) and/or Memorandum of Understanding (MOU), Deed of Donation and Deed of Acceptance especially if the private partner would like to avail of the tax incentive for donations per RA 8525 and Revenue Regulations No. 10-2003;

c. Assist the School Partnerships Focal Persons in supervision and implementation of the Brigada Eskwela activity and other related activities and programs in schools;

d. Provide support and direction to the schools' Brigada Eskwela Steering Committee;

e. Assist the School Partnerships Focal Persons to provide plans strategic and resource mobilization initiatives, networking and linkages;

f. Consolidate and submit District Brigada Eskwela Reports on generated resources to the Division Partnership Focal Person;

g. Reminds the School Partnerships Focal Persons to consolidate and submit online monthly report on generated resources through the DepEd Partnerships



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Database System (DPDS) on or before every 5th of the reporting month of the fiscal year;

h. Coordinate with the Division Partnership Focal Person on matters pertaining Adopt-a-School Program and Brigada Eskwela; and

i. Perform other related tasks and functions.

Prepared by:

PSDS

Approved:

Schools Division Superintendent

Conformed:

Designated District Partnership Focal Person



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