



Republic of the Philippines
Department of Education

REGION V – BICOL

SCHOOLS DIVISION OFFICE OF CATANDUANES



UNNUMBERED MEMORANDUM:
SGOD-UM-08-09-2023/MBB

TO : Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Public Schools District Supervisors/In-Charge of the Districts
Elementary and Secondary School Heads
District/School ASP/BE Coordinators
Concerned SGOD Personnel
Section/Unit Heads
Others Concerned

FROM : 
SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

SUBJECT : **ADVISORY TO DIVISION MEMORANDUM NOS. 300, AND 301 s. 2023 RE: 2023 BRIGADA ESKWELA DIVISION KICK-OFF AND DISSEMINATION OF DEPED ORDER NO. 021, s. 2023 ENTITLED: 2023 BRIGADA ESKWELA IMPLEMENTING GUIDELINES**

DATE : August 9, 2023

1. To ensure the proper implementation of the 2023 Brigada Eskwela, there will be selected SGOD Personnel assigned to all municipalities per Division Memorandum No. 300 s. 2021 from **August 11, 2023 (Kick-Off)** and **August 14-19, 2023 (BE Week)** to conduct actual inspection and assessment on the readiness of all schools in preparation for the opening of classes for School Year 2023-2024.

2. Below is the list of dates and venues in each municipality:

Municipality	Date	Venue	Assigned Monitor/s
Bagamanoc	August 11, 2023	By school	Engr. Rodger A. Matienzo Rey C. Bonayon, PO III
Panganiban	August 14, 2023 (attendance to MAPEH Academy)	By school	Carol P. Gil, SEPS-HRD
Viga	August 11, 2023	By municipality *Viga Town Plaza	Marife B. Brequillo, SEPS-SMN
Gigmoto	August 11, 2023	By municipality *Gigmoto CES	Imaculate T. Latorre, EPS II
Baras	August 11, 2023	By school	Dra. Amylou B. Celso, Dentist II
San Miguel	August 14, 2023 (attendance to MAPEH Academy)	By school	Aroline T. Borja, EPS-SGOD
Bato	August 11, 2023	By school	Dra. Hidelita Posada, Dentist II
Virac	August 11, 2023	By municipality *Gogon ES	Sarah S. Chiong, SEPS-SMME Achilles V. Alberto I, EPS II-SMME
San Andres	August 11, 2023	By municipality *SAVS	Dr. Kristine G. Santelices Ahdel D. Idanan, Nurse II Emeline Francia P. Abrasaldo, Nurse II





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Pandan	August 14, 2023 (attendance to MAPEH Academy)	By school	Maria Audrea L. Vivo, PDO II-DRRM Elizabeth S. Urbano, EPS II-HRD
Caramoran	August 11, 2023	By school	Rosario B. Vegim, PDO I-YFD Ma. Lourdes Sorra, PDO I-YFD

3. The assigned monitors shall accomplish the enclosed monitoring tool and submit a post-monitoring report on August 21, 2023 to the SGOD-Social Mobilization and Networking Unit. Said Reports shall serve as bases for interventions and technical assistance to be undertaken before the opening of classes.
4. SDO Personnel may join the kick-off and render voluntary services at any school of their choice. Non-teaching personnel shall be granted Compensatory Time-Off (CTO) for all services rendered during weekends for voluntary services rendered in the Brigada Eskwela activities. Eight hours of accumulated services are equivalent to one-day CTO.
5. Expenses relative to this activity are chargeable against local funds/division MOOE subject to the usual accounting and auditing rules and regulations.
6. For additional information and concerns, please feel free to contact Marife B. Brequillo, Senior Education Program Specialist, SGOD-SocMobNet, Division Brigada Eskwela Coordinator at 09958438071/09394513915 or email at marife.brequillo@deped.gov.ph.
7. For immediate dissemination, guidance and compliance.





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2023 BRIGADA ESKWELA MONITORING TOOL

Region: _____	Division: _____
District: _____	PSDS: _____
School: _____	School ID: _____
School Head: _____	Contact No.: _____
BE Coordinator: _____	Contact No.: _____
ASP Coordinator: _____	Contact No.: _____

Level:

_____ Primary	_____ Elementary	_____ JHS
_____ Secondary	_____ SHS	_____ Integrated

Enrolment (SY: 2023-2024): _____ K to 6 _____ JHS _____ SHS

Number of Teachers:	No. of Non-Teaching Personnel: _____
K to 6: _____	
JHS: _____	
SHS: _____	

Total Generated Resources: _____	As of: August ____, 2023
Total Number of Volunteers: _____	As of: August ____, 2023

Instructions: Put a check (✓) mark on the appropriate column for every indicator observed. Kindly put the MOV/s present and additional information (if there is any) of every indicator in the last column.

Indicator	Evident	Not Evident	MOVs/Remarks
1. PRE-IMPLEMENTATION STAGE (The actual dates to be entered here are the dates after the end of SY 2022-2023).			
Organized and oriented the school BE Task Force and Working Committees.			
Conducted Physical Facilities and Maintenance Needs Assessment (to determine what are to be repaired, constructed or maintained).			
Crafted the 2023 BE Implementation Plan			
Crafted Project Proposals for PPAs.			
Conducted extensive public awareness campaigns for the 2023 BE through social media platforms, TV, radio stations, etc.			
Registered possible partners, stakeholders and volunteers to establish partnerships for resource mobilization.			
2. IMPLEMENTATION STAGE (August 14-19, 2023)			
Conducted simple Opening Program			
Mobilized and accepted voluntary resources/donations/supplies.			
Maintained clean schools (classrooms, school grounds and other facilities are clean and free from unnecessary things/displays).			
Other activities to conducted relative to 2023 BE implementation.			



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a. Scope of Work <i>(Please check the appropriate column.)</i>				
	Cleaned	Repaired	Repainted	Replaced
• Roofs/gutters				
• Ceilings				
• Walls				
• Blackboards				
• Comfort rooms				
• Chairs/blackboards/tables				
• Water facilities/pipes				
• Drainage system				
• Electrical wirings				
• Signages				
• School garden				
• Lighting				
• Windows				
• Doors				
• School grounds				
• School fence				
• Others, please specify _____				
b. Diverse Volunteer Participation	Name of Organization		No. of Volunteers	
• Private Sector (NGOs, foundations, corporations, international organizations, private schools and universities, mission and aid groups, cooperatives)				
• Community involvement (Parents & other family members, officers and members of PTA, alumni, community members, religious groups, fisherfolks and farmers associations, etc.)				
• Government Agency involvement (NGAs, LGUs-provincial, municipal, barangay)				
c. Generated Resources (converted into peso-worth)	Source		Estimated Cost (Php)	
Type of Donations (in-kind or volunteer man-hours/labor support)				
d. Best Practices <i>(Please include forged partnerships with MOA/ MOU.)</i>				
f. Lessons Learned				
e. Issues and Concerns				



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Recommendations of the Division Monitor/s (based on the issues and concerns)		
1.		
2.		
3.		
We hereby certify that the above information are true and correct to the best of our knowledge and belief. We understand that any false information indicated herein may greatly affect the status of this project and good standing in the Department of Education.		
<hr/> <i>(Signature over printed name)</i>	<hr/> <i>(Signature over printed name)</i>	<hr/> <i>(Signature over printed name)</i>
BE Coordinator	ASP Coordinator	School Head
Monitored by:		
<hr/> <i>(Signature over printed name)</i>	<hr/> <i>(Signature over printed name)</i>	<hr/> <i>(Signature over printed name)</i>
Position:	Position:	Position:

