



January 6, 2014

**DIVISION MEMORANDUM**

No. 001, s. 2014

**Division Re-Orientaton On Brigada Eskwela (BE) Implementation  
 and Adopt-A-School Program (ASP)**

**To: Education Program Supervisors  
 Public Schools District Supervisors  
 Central School Principals  
 Secondary School Heads  
 All other concerned**

1. This office will hold a 1-day Division Orientation on Brigada Eskwela (BE) Implementation and Adopt-A-School Program (ASP) on January 24, 2014 at the Division Office Conference Hall C.

2. The activity aims to:

- a. Update the PASDS, School Heads and Coordinators on Brigada Eskwela Implementation and Adopt-A-School Program;
- b. Increase participation of external and internal stakeholders in the school through partnership and;
- c. Generate more school resources in improving learning environment.

3. The expected participants are listed below.

EPS	9
PSDS	22
Central School Principals	22
with ASP Coordinators	22
Secondary School Heads	42
with ASP Coordinators	42
<b>TOTAL</b>	<b>159</b>

4. No registration fee will be charged. Travel expenses of participants are chargeable against local funds subject to the usual accounting and auditing rules and regulations.

5. For information and guidance of all concerned.

*JLD*  
**JOSE L. DONCILLO, CESO VI**  
 OIC, Schools Division Superintendent

## SCHEDULE OF ACTIVITIES

TIME	ACTIVITIES
7:00 – 8:00 a.m.	Registration
8:00 – 8:30 a.m.	Opening Program
8:30 – 9:30 a.m.	Adopt-A-School Program Updates
9:30 – 11:00 a.m.	Resource Mobilization, Marketing and Advocacy
11:00 – 12:00	Deed of Donation, Acceptance and MOA
1:00 – 2:30 p.m.	School Building Maintenance
2:30 – 3:30 p.m.	Adopt-A-School and Brigada Eskwela Forms
3:30 – 4:30 p.m.	Brigada Eskwela Monitoring, Evaluation and Validation
4:30 – 5:00 p.m.	Closure

### OPENING PROGRAM

Philippine National Anthem	<b>Mrs. Belen T. Tapas</b> Public Schools District Supervisor San Miguel North District
Prayer	<b>Mrs. Cynthia T. Soneja</b> Principal III JMAMES
Opening Remarks	<b>Mr. Mariano B. De Guzman</b> OIC, Asst. Schools Div. Superintendent
Presentation of Participants	<b>Ms. Amelia R. Eusebio</b> Principal II San Andres Vocational School
Message	<b>Jose L. Doncillo, CESO VI</b> OIC, Schools Div. Superintendent
Program Overview	<b>Romel G. Petajen</b> Education Program Supervisor Div. ASP/BE Coordinator
ORIENTATION PROPER	

**Milagros V. Lim**  
Lady of Ceremonies