



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XI
SCHOOLS DIVISION OF DIGOS CITY
City of Digos




Office of the City Schools
Division Superintendent

Roxas corner Lopez-Jaena Streets, Digos City,
8002 Davao del Sur, Philippines

Tel. (082) 553-8375
553-8376/553-8396
Fax (082) 553-8376


DIVISION MEMORANDUM # 230, s. 2016

TO : Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Division Office Personnel
Public Elementary and Secondary School Heads
School Adopt-A-School/Brigada Eskwela Coordinators
All Others Concerned

FROM : 
DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

SUBJECT : **Addendum to Division Memorandum 179, Series of 2016**
"Guidelines in Implementing Brigada Eskwela 2016"

DATE : May 2, 2016

DepEd Schools Division of Digos
RELEASED
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Date: MAY 04 2016 Time: 9:35
By: 

1. This is to inform the field regarding specific activities from May 30 to June 4, 2016 related to the implementation of **Brigada Eskwela 2016 in the Division as outlined in DepEd Memorandum 35, series of 2016;**
2. **A Division Caravan and Kick-Off Program** shall be held on **May 30, 2016**, the first day of the Brigada. All public elementary and secondary school heads are advised to join. The details of the Caravan and Kick-Off Ceremony are as follows:
 - a. **Assembly: Digos City Rizal Park, 6:00 AM**
 - b. Kick – Off Program is at Digos City National High School Covered Court. The program will be prepared by the DiCNHS Brigada Eskwela Committee thru Mr. Roldan Entero, BE School Coordinator and to be assisted by the Division ASP/BE Coordinator.

Kapatagan National High School and the public schools within its vicinity shall have a separate caravan and kick-off program on the same date. Schools participating in the Division Caravan and Kick-Off shall have their own Kick-Off program in their respective schools after the Division Activity.

3. **The Division Office Personnel** shall have their Brigada volunteer work at **Pedro Garcia Elementary School** at Punta Biao, Cogon, Digos City on June 2, 2016. Assembly time is at 8:00 AM at the Division Office. A skeletal force shall be designated by the Administrative Officer V to carry on office services for the day. Division Office personnel may render 2 days of additional volunteer work during the Brigada on **official time**, subject to the approval of their office heads;
 4. Teachers are entitled to earn **vacation service credits**. A complete six-day participation shall give teachers a three-day service credit entitlement (no proration).
 5. All ASP/Brigada Eskwela School Coordinators are required to submit **daily report** on the following:
 - a. No. of volunteers: (Labor cost conversion is PhP 312.00/8 hours)
 - b. Resources generated:
- A **partial report on June 10, 2016** shall be submitted to the Division Office using BE school form 1 and 1.1. The same report shall be emailed to peter.senarillos@deped.gov.ph.
6. The **Brigada Eskwela 2016 Committee** (see Annex A) shall ensure the effective implementation of the program through active monitoring and evaluation. A monitoring tool shall be developed by the School Management, Monitoring and Evaluation section. Education Program Supervisors and Public School District Supervisors shall be the monitors during the Brigada Week. Their monitoring areas shall be based on their previously determined district and school assignments. It is expected that personnel from the central and regional offices shall monitor the week-long implementation of Brigada Eskwela 2016.
 7. All Brigada Eskwela Reports shall be submitted to the District Office thru the District Focal Person on or before June 30, 2016. The District Office shall screen the school BE reports and shall submit two (2) entries to the Division Office for the small, large, and exceptional (if there are any) categories for the Brigada Eskwela Division Search for Best Implementing Schools. For **secondary schools**, reports shall be submitted to the division office and shall be evaluated by the Division Brigada Eskwela 2016 Selection Committee.
 8. The Selection Committee shall evaluate and validate the district entries and choose the division winners which shall be the entries for the Regional Search on or before July 20, 2016. The division winners shall be recognized during the Brigada Eskwela Awarding Ceremonies on August 26, 2016.
 9. For your information and guidance.

BRIGADA ESKWELA 2016 COMMITTEE

MR. EMMANUEL P. HUGO Chief, SGOD	Chairperson	Chairperson, Selection Committee
MRS. ANAMERTHYL I. REGALA SEPS	Co-Chairperson	ASP Coordinator
MR. PETER-JASON C. SENARILLOS EPS II	Co-Chairperson	BE Coordinator/Public Information Officer
MR. PATRIOTISO O. PEÑAS PSDS	Member	District BE Focal Person
MRS. ELSIE P. DAGOY PSDS	Member	District BE Focal Person
MRS. ZENAIDA G. GUYA PSDS	Member	District BE Focal Person
MRS. IDA I. JUEZAN PSDS	Member	DiCNHS Main BE Focal Person
MRS. CHERRY ROSSETTE E. OLIVA PSDS	Member	M & E, Vice Chairperson-Selection Committee
MR. ALBERT P. ESPINO SEPS	Member	M & E, Member-Selection Committee
MRS. MARIA C. JADLOC EPS II	Member	M & E, Member-Selection Committee
MRS. SARAH GRETCHEN A. ADEVA PDO II	Member	DRRM Evaluator, , Member-Selection Committee
MRS. MYLEEN C. ROBIÑOS PDO II	Member	Documentation and AVP Evaluator
ENGR. HELEN C. FRANCONAS Engineer III	Member	Physical Facilities Evaluator