DIVISION MEMORANDUM
No. 31L, s. 2019

July 11, 2019

Participation to the National Orientation on Brigada Eskwela Guidelines and Partnership Events Management Training

To: PETER-JASON C. SENARILLOS
Senior Education Program Specialist
Division Partnership Focal Person


2. Details to the training and other instructions are found in the attachments.

3. Travel and other incidental expenses shall be charged to Local Funds subject to the usual accounting and auditing rules and regulations.

4. For your guidance and compliance

WINNIE E. BATOON, EdD
Assistant Schools Division Superintendent
Office in Charge
Office of the Schools Division Superintendent

Ends:

As stated

References:
To be indicated in the Perpetual Index under the following subjects:
GOVERNANCE
PARTNERSHIPS
TRAINING

PJSENARILLOS: Participation to the National Orientation on Brigada Eskwela Guidelines and Partnership Events Management Training
11 July 2019
MEMORANDUM

To: Schools Division Superintendents
    Chief, Education Support Services Division, RO XI

Attention: Regional ASP/BE/Partnership Focal Person
Division ASP/BE/Partnership Focal Person

Subject: ORIENTATION ON BRIGADA ESKWELA GUIDELINES AND PARTNERSHIP EVENTS MANAGEMENT TRAINING

Date: June 28, 2019

Attached is a copy of a Memorandum OU-LAPP No. 369, s. 2019 informing this Region that the External Partnerships Service (EPS) will conduct an Orientation on Brigada Eskwela Guidelines and Partnership Events Management Training to be held at ECOTECH, Lahug, Cebu City on August 27-30, 2019.

In view of this, you are hereby advised to require your Division ASP/BE/Partnership Focal Person/s to attend and actively participate during the said orientation-training.

Participants are required to bring their own laptop, usb, pocket wifi, extension cord and the needed attire. They are expected to accomplish and submit the TESDA Application Form, six (6) pcs. of passport size picture with white background (without name tag), a photocopy of any government I.D., and submit the same immediately to EPS through a courier/mail (e.g. LBC/Libcap). For online registration/confirmation, visit the link bit.ly/EPS-eventscluster3.

Travel and other incidental expenses shall be charged to Local Funds subject to the usual accounting rules and regulations.

For more information, you may contact Mr. Rolly V. Soriano or Ms. Jannet F. Labre, External Partnerships Service (EPS), at telephone numbers (02) 638-8637 / 638-8639 or email at externalpartnerships@deped.gov.ph.

Please be guided accordingly.

EVELYN R. FETALVERO, CESO V
Schools Division Superintendent
Office-In-Charge
Office of the Regional Director

DEPARTMENT OF EDUCATION
Republic of the Philippines
REGION XI
Davao City

Handed by: ________________
Received by: ________________
Date: 03 JUL 2019
Time: 11:55
MEMORANDUM

TO: REGIONAL DIRECTORS
REGIONAL PARTNERSHIP FOCAL PERSONS
SCHOOLS DIVISION SUPERINTENDENTS
DIVISION PARTNERSHIP FOCAL PERSONS
ALL OTHERS CONCERNED

FROM: TONISITO M.C. UMALI, Esq.
Undersecretary
Legislative Affairs, External Partnerships and Project Management Service

SUBJECT: ORIENTATION ON BRIGADA ESKWELA GUIDELINES AND PARTNERSHIP EVENTS MANAGEMENT TRAINING

DATE: May 2, 2019

The External Partnerships Service (EPS) shall conduct the Orientation on Brigada Eskwela Guidelines and Partnership Events Management Training on the following clusters:

<table>
<thead>
<tr>
<th>Cluster/Participants</th>
<th>Date</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cluster 1 (Regions 1, II, III, IV-A, IV-B)</td>
<td>June 18-21, 2019</td>
<td>ECOTECH, Lahug, Cebu City</td>
</tr>
<tr>
<td>Cluster 2 (Regions V, VI, VII, VIII, CAR)</td>
<td>June 25-28, 2019</td>
<td>ECOTECH, Lahug, Cebu City</td>
</tr>
<tr>
<td>Cluster 3 (Regions IX, X, XI, XII, CARAGA, NCR)</td>
<td>August 27-30, 2019</td>
<td>ECOTECH, Lahug, Cebu City</td>
</tr>
</tbody>
</table>

In this connection, we would like to invite the following participants in Annex A to attend the said activity.

Funds will be downloaded to the host region to facilitate the procurement of board and lodging, while the travel and other incidental expenses of participants is chargeable against local funds subject to existing accounting rules and regulations.

For additional information, please contact Mr. Rolly V. Soriano or Ms. Jannet F. Labre of this Office at (+632) 638-8637; (+632) 638-8639 or email address externalpartnerships@deped.gov.ph

Thank you very much.
## ORIENTATION ON BRIGADA ESKWELA IMPLEMENTATION GUIDELINES AND PARTNERSHIP EVENTS MANAGEMENT TRAINING FOR PARTNERSHIPS FOCAL PERSONS

### ADMINISTRATIVE NOTE

#### 1. PURPOSE

The External Partnerships Service (EPS) will conduct the Orientation on Brigada Eskwela Implementation Guidelines and Partnership Events Management Training on the following dates listed below. The activity aims to discuss implementation guidelines, and issues and concern during the conduct of the 2019 Brigada Eskwela and capacitate the Partnerships Focal Persons (PFP) on partnerships event management.

#### 2. DATE AND VENUE

<table>
<thead>
<tr>
<th>Regions</th>
<th>Date</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLUSTER 1 Regions I, II, III, IVA, and IVB</td>
<td>June 18-21, 2019</td>
<td>DepEd ECOTECH, Lahug Cebu City</td>
</tr>
<tr>
<td></td>
<td>Check in: June 17, 2019</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Check out: June 22, 2019</td>
<td></td>
</tr>
<tr>
<td>CLUSTER 2 Regions V, VI, VII, VIII and CAR</td>
<td>June 25-28, 2019</td>
<td>DepEd ECOTECH, Lahug Cebu City</td>
</tr>
<tr>
<td></td>
<td>Check in: June 24, 2019</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Check out: June 29, 2019</td>
<td></td>
</tr>
<tr>
<td>CLUSTER 3 Regions IX, X, XI, XII, CARAGA, NCR</td>
<td>August 27-30, 2019</td>
<td>DepEd ECOTECH, Lahug Cebu City</td>
</tr>
<tr>
<td></td>
<td>Check in: August 26, 2019</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Check out: August 31, 2019</td>
<td></td>
</tr>
</tbody>
</table>

#### 3. PARTICIPANTS

<table>
<thead>
<tr>
<th>Participants</th>
<th>Cluster 1</th>
<th>Cluster 2</th>
<th>Cluster 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Partnership Focal Person (SEPS) Education Support Services Division (ESSD)</td>
<td>5</td>
<td>5</td>
<td>6</td>
</tr>
<tr>
<td>Division Partnership Focal Person (SEPS) School Governance and Operation Division (SGOD) - Social Mobilization (SocMob)</td>
<td>71</td>
<td>73</td>
<td>70</td>
</tr>
<tr>
<td>Division Partnership Focal Person (EPS Ii)</td>
<td>71</td>
<td>73</td>
<td>70</td>
</tr>
</tbody>
</table>
4. REGISTRATION

To facilitate the confirmation of attendance and to fill up the pre-training questionnaire, please visit the link below:

Cluster 1: bit.ly/1PS-eventcluster1  
   Deadline of confirmation: June 7, 2019
Cluster 2: bit.ly/1PS-eventcluster2  
   Deadline of confirmation: June 7, 2019
Cluster 3: bit.ly/1PS-eventcluster3  
   Deadline of confirmation: August 9, 2019

Participants that fail to confirm their attendance on time could lose their slot to the training. In addition, replacement of participants without prior notice is not allowed.

Please note, however, that participants who cannot attend the training of their cluster on a specified week, but intends to still join shall inform the Secretariat immediately. They may be accommodated in another date, but this will be subject for approval.

5. EVENTS MANAGEMENT NCIII

The Events Management training will be provided by TESDA accredited trainers and shall be an equivalent training requirement for the assessment for national certification.

For those who are interested to take the Events Management NC III, please fill up the attached TESDA Application form and submit on or before June 7, 2019 for assessment purposes. There shall be an assessment fee of P950.00 per pax which shall be collected by TESDA representative at the venue before the assessment. This is not a compulsory assessment, but we encourage participants to take the assessment and pass the assessment for an additional competency.

For other concerns, please contact EPS through email address externalpartnerships@deped.gov.ph or telephone nos. (02) 638-8637/39
Activity: Orientation on Brigada Eskwela Guidelines and Event Management Service Training-NC III
Date: August 27-30, 2019

Dear Cluster 3 Participants:

Friendly Reminders:

For interested participants who would like to take the TESDA Assessment:

1. Accomplish the updated TESDA application form thru this link: [https://drive.google.com/drive/folders/1NADjrPM8Y18JXH4WtXveufd67x59yC0C](https://drive.google.com/drive/folders/1NADjrPM8Y18JXH4WtXveufd67x59yC0C) or bit.ly/EPS_eventcluster3

2. Complete all items in the form especially the name of mother/father, birthdate/place and age and signature on page 3.

   **TESDA-Cebu will not accommodate application forms with incomplete data.**

3. Submit the following through courier/mail/LBC at External Partnerships Service, Meralco Ave., Pasig City

   ✓ original accomplished application form printed in A4 size
   ✓ (6) pcs passport picture with white background without name tag
   ✓ Photocopy of any government ID

   **The Schedule of Assessment shall be in FIRST COME FIRST SERVED BASIS**

   Room M117/118, G/F Mabini Bldg., DepEd Complex, Meralco Ave. Pasig City

4. Bring quality picture with specs mentioned in item no.3

5. What to bring:

   a. Laptop
   b. Flash drive / USB
   c. pocket wifi
   d. extension cord

6. Pack appropriate attire:

   * Training Session proper - smart casual
   * Assessment - corporate attire
   * Fellowship Night - any fellowship attire

7. External Partnerships Service (EPS) shall secure schedule for each applicants which will be either on August 29, 30, and 31, 2019. Applicants scheduled on August 31, 2019 shall be provided with extended accommodation.

   **TESDA-Cebu will not accommodate late application.**

For information and proper guidance.

EPS