DIVISION MEMORANDUM
No. [BLANK], s. 2020

PREPARATION TIMELINE FOR BRIGADA ESKWELA 2020

January 27, 2020

To: Sollie B. Oliver, JD, MATE - Chief ES, SGOD
    Public Schools District Supervisors
    Public Elementary and Secondary School Heads
    Peter-Jason C. Senarillos - Division Brigada Eskwela Coordinator

1. Brigada Eskwela or the "National Schools Maintenance Week" is an annual event prior to the opening of classes which aims to ensure that classrooms and school facilities are ready to provide an environment conducive to the learning and development of students.

2. In anticipation for Brigada Eskwela 2020 which shall be conducted on May 18-23, 2020, all school heads are hereby advised to prepare and submit to the Division Office an action plan containing a list of activities and target dates which shall serve as a guide to ensure that schools are ready for the opening of classes for School Year 2020 - 2021. Attached is the timeline of activities which shall guide all public schools in the preparations for Brigada Eskwela 2020.

3. All School Heads shall take the lead in implementing the list of activities attached (Enclosure 1), while School Brigada Eskwela Coordinators and School Brigada Eskwela Committees shall provide the necessary manpower and support to realize them. The Public Schools District Supervisors and the Division Brigada Ekwela Coordinator shall provide guidance and technical assistance in the implementation of the listed activities.

4. For your information, guidance, and compliance.

CRISTY C. EPE, CESE
Schools Division Superintendent

List Enclosures stated
To be indicated in the Perpetual Index under the following subjects:
BRIGADA ESKWELA  GUIDELINES

PJSENARILLOS: PREPARATION TIMELINE FOR BRIGADA ESKWELA 2020

27 January 2020

Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8900. T. (092) 553-8366 | (082) 553-8376 | (092) 553-9170 | (092) 553-8376
E. (082) 553-8366 | (082) 553-8376  e deped.digoscity.org d digos.city@deped.gov.ph
<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Involved</th>
<th>Expected Outcome</th>
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</table>
| Feb 1 - May 17, 2020 | -桥位落 misleading information
-改变信息传播方式
-学校教育委员会和社区委员会
-校级和社区委员会
-校级协调员和社区协调员
-学校级和社区级
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| Feb 1 - March 1, 2020  | -桥位落 misleading information
-改变信息传播方式
-学校教育委员会和社区委员会
-校级和社区委员会
-校级协调员和社区协调员
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| Feb 21, 2020    | -桥位落 misleading information
-改变信息传播方式
-学校教育委员会和社区委员会
-校级和社区委员会
-校级协调员和社区协调员
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**Target Date:**
- 15 February 2020

**Persons Responsible/Persons Involved:**
- 校长
- 校级和社区级
- 校级和社区级
- 校级和社区级
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**Activity:**
- Bridge Exhibition Campaign and Advocacy

**Outcome:**
- Bridge Exhibition Campaign and Advocacy

**Preparation Timeline for Bridge Exhibition 2020**

*Enclosure*
- Volunteers oriented and participated in the 1st day of brigada | -School Head, School BE/ASP Coordinator, School BE Committees, students, teachers, parents, diverse volunteers, partners, donors, media personnel  
-PSDS In-Charge, Division BE/ ASP Coordinator | May 18, 2020 |
|---|---|---|---|
| 5. Brigada Eskwela Week | - Daily participation of diverse volunteers, inflow of relevant donations, and successful implementation of School Work Plan  
- Daily documentation and submission of records of:  
  a. Volunteers:  
  b. Resources Generated:  
  c. Labor Cost (in Pesos): | -School Head, School BE/ASP Coordinator, School BE Committees, volunteers, partners, donors, media personnel  
-PSDS In-Charge, Division BE/ ASP Coordinator | May 18 – 23, 2019 |