



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 105, s. 2019

February 6, 2019

PREPARATION TIMELINE FOR BRIGADA ESKWELA 2019

To: SOLLIE B. OLIVER, LLB, MATE
Chief ES, SGOD
PUBLIC SCHOOLS DISTRICT SUPERVISORS
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
PETER-JASON C. SENARILLOS
Division Brigada Eskwela Coordinator

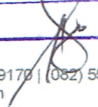
1. Brigada Eskwela or the "National Schools Maintenance Week" is an annual event prior to the opening of classes which aims to ensure that classrooms and school facilities are ready to provide an environment conducive to the learning and development of students.
2. In anticipation for Brigada Eskwela 2019, 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 2019 - 2020. Attached is the timeline of activities which shall guide all public schools in the preparations for Brigada Eskwela 2019.
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 Eskwela Coordinator shall provide guidance and technical assistance in the implementation of the listed activities.
4. For your information, guidance, and compliance.

FOR AND IN THE ABSENCE OF:

WINNIE E. BATON, EdD
Officer in Charge
Office of the Schools Division Superintendent


BEVERLY C. DAUGDAUG, Ed.D.
CHIEF, CURRICULUM IMPLEMENTATION DIVISION

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
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BY: 

Encls: List Enclosures stated
To be indicated in the Perpetual Index under the following subjects:
BRIGADA ESKWELA GUIDELINES
PJSENARILLOS: memorandum title6 February 2019

PREPARATION TIMELINE FOR BRIGADA ESKWELA 2019

ACTIVITY	EXPECTED OUTCOME	PERSONS RESPONSIBLE/PERSONS INVOLVED	TARGET DATE
1. Completion and Submission of Brigada Eskwela Form 1 (Physical Facilities and Maintenance Needs Assessment Form), <u>Form 2</u> (School Work Plan), and <u>Form 3</u> (Resource Mobilization Plan)	- BE Forms 1, 2, and 3 completed and submitted to the Schools Division Office.	-School Head, School BE/ASP Coordinator, School BE Committees -PSDS In-Charge, Division BE/ ASP Coordinator	February 22, 2019 Submit hard and soft copy to: Peter-Jason C. Senarillos Division BE Coordinator Email: peter.senarillos@deped.gov.ph
2. School Stakeholders' and Partners Meeting.	- School Stakeholders and Partners involved in Brigada Eskwela 2019 planning and resource mobilization.	-School Head, School BE/ASP Coordinator, School BE Committees, Stakeholders (PTA, SGC, Barangay LGU) and Partners (NGOs, NGAs, Private Sector)	February 1 - March 31, 2019
3. Brigada Eskwela Campaign and Advocacy	- Wide information and education campaign of Brigada Eskwela 2019 thru broadcast (TV/Radio), print (local newspapers), and social media (Facebook, Instagram, Twitter). - Brigada Eskwela recorda, tarp hanging, jingle-playing and public announcements.	-PSDS In-Charge, Division BE/ ASP Coordinator -School Head, School BE/ASP Coordinator, School BE Campaign and Advocacy Committee and School BE Documentation Committee. -PSDS In-Charge, Division BE/ ASP Coordinator	April 1 – May 19, 2019
4. Brigada Eskwela 2018 Kick-Off Ceremony	- Festive and broadly participated School Brigada Eskwela Kick-Off Ceremony. - Volunteers oriented and participated in the 1 st 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 20, 2019

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 20 – 25, 2019
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