



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

March 20, 2020

No. 222, s. 2020

2020 BRIGADA ESKWELA PROGRAM IMPLEMENTING GUIDELINES

To: Chiefs, CID and SGOD
Public Schools District Supervisors
Education Program Supervisors
Education Program Specialists
Section/Unit Heads
Division Office Personnel
All Public Elementary and Secondary School Heads
All others concerned

1. Pursuant to DepEd Memorandum No. 32, series of 2020 and Regional Memorandum No. 09, series of 2020, The Department of Education (DepEd) will conduct Brigada Eskwela from May 18 – May 23, 2020. This year's theme is "Pagpapanatili ng Bayanihan Tungosa Kalidad na Edukasyon para sa Kabataan" which aims to bring together education stakeholders, government and community partners to participate and contribute their time, effort, and resources to ensure that public school facilities are ready for the incoming school year.
2. The Brigada Eskwela Program for 2020 focuses on Bayanihan and private institutions/individuals, government agencies, local government units and other organizations contribute to the DepEd campaign to ensure accessible and quality education. The components of the program are as follows:
 - a. Brigada Eskwela (National Schools Maintenance Week)
 - b. Brigada Eskwela Plus (Partnership Support for Access) and;
 - c. Brigada Pagbasa (Partnership Support for Quality Education)
3. **The Brigada Pagbasa is highly emphasized in Digos City Division.** The goal of this Brigada Effort is to look for partners who will support our Division Reading Program in terms of materials, volunteer resource persons, and other needs that will make our reading program more appealing to school children. When the situation permits, the Brigada sa Pagbasa shall align with the intended Summer Reading Camp of the Division. Resources and Volunteers shall be documented and indicated separately.
4. School Heads are encouraged to conduct festive Kick – Off Ceremonies and Opening Programs by involving local government officials and community partners to attract stakeholders, partners and volunteers by coming up with innovative ways to create an impact.



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
Telephone No: (082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375

5. It is expected that School Heads take the lead role in the implementation of Brigada Eskwela and take advantage of the program in order to develop and establish partnerships which will bring about sustainable benefits. Special emphasis should be taken in order to highlight the benefits of Tax Incentives for partners under Republic Act 8525 (Adopt-A-School Program). Further, School Heads should ensure the planning and conduct of activities which aim to make the schools ecologically conscious, disaster resilient, clean and conducive to learning. No Brigada Eskwela Fee shall be collected.
6. The following personnel shall make sure the effective implementation of the program through monitoring and evaluation and provision of technical assistance:

DIVISION BRIGADA ESKWELA 2020 COMMITTEE	
SOLLIE B. OLIVER, LLB, MATE	Chairperson
PETER – JASON C. SENARILLOS	Vice Chairperson / Brigada Eskwela Coordinator
REYZEN S. MONSERATE, RN, MAN	DRRM Coordinator
ENGR. HELEN N. FRANCONAS	Physical Facilities Coordinator
DR. JASMINE A. ASARAK, DMD	School Health and Nutrition Head
JULIE ANNE N. POSADAS	Secretariat
JOSE ISRAEL M. MARAVILLES	Secretariat
All Education Program Supervisors and All Public Schools District Supervisors	Implementation Monitors and Evaluators (Pre-implementaion, During, Post-Implementation)

7. All DepEd employees are encouraged to join Brigada Eskwela activities by doing two (2) days of volunteer work to public schools subject to the approval of their immediate supervisors. Non-Teaching personnel shall earn one-day Compensatory Time-Off (CTO) for the accumulated eight hours participation during the last day of Brigada which falls on a Saturday. Teaching personnel shall earn one-day service credit for every accumulated eight hours participation during Brigada. For further details on the granting of service credits please refer to DO No. 53, s. 2003 entitled Updated Guidelines on Grant of Vacation Service Credits to Teachers.
8. All daily reports shall be submitted via the DepEd Partnership Database System (DPDS) by the School Brigada Eskwela Coordinators and to be texted to the Division Coordinator, Peter-Jason C. Senarillos thru mobile no. 0998-569-1866. The daily report should include the following:
 - Daily Report on the No. of Volunteers:
 - Equivalent Amount of Volunteers' Services:
 - Amount of Donations Received:
 - Total Amount of Generated Resources (Amount of Volunteers' Services + Amount of Donations Received)
9. Each school district shall select from among its schools at least one (1) school for each category as entries to the Division Search for Brigada Eskwela 2020 Best Implementing Schools to be submitted by June 26, 2020 (Complete Accomplishment Report Documents).
10. For more information contact the School Governance and Operations Division – Social Mobilization and Networking Unit thru Mr. Peter-Jason C. Senarillos, Senior Education Program Specialist, mobile number 0998-569-1866 or email peter.senarillos@deped.gov.ph.
11. For your information, guidance and compliance.

DEPED SCHOOLS DIVISION OF Digos City
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 DATE: 24 MAR 2020 TIME: 4:24
 BY: fr


CRISTY C. EPE
 Schools Division Superintendent



Republic of the Philippines
Department of Education
DAVAO REGION

DepEd Schools Division of Digos City
RECORDS SECTION



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DATE: 13 MAR 2020

TIME: 1:37

BY: *[Signature]*

Office of the Regional Director

March 11, 2020

REGIONAL MEMORANDUM

No. 009, s. 2020

2020 BRIGADA ESKWELA PROGRAM IMPLEMENTING GUIDELINES

To Assistant Regional Director
Chiefs/Heads of Functional Divisions/Units/Sections, Reg'l. Office XI
Schools Division Superintendents
Division Chiefs/Heads of SGOD/CID/Units/Sections
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd) will conduct the **2020 Brigada Eskwela** with the theme *Pagpapanatili ng Bayanihan Tungo sa Kalidad na Edukasyon para sa Kabutuan* from May 18 to 23, 2020.

2. The Brigada Eskwela (BE) Program is one of the most important programs in DepEd. In the spirit of bayanihan, private institutions/individuals, government agencies, local government units and other organizations contribute to DepEd campaign to ensure accessible and quality basic education. The components of the program are the following:

- a. Brigada Eskwela (National Schools Maintenance Week);
- b. Brigada Eskwela Plus (Partnership Support for Access); and
- c. Brigada Pagbasa (Partnership Support for Quality Education).

3. The National Kick-Off Program shall be held on May 14, 2020 in a public school of the host region (to be announced later). Regional Offices (ROs) and Schools Division Offices (SDOs) shall hold a kick-off ceremony to launch the Brigada Eskwela in their respective areas on or before May 18, 2020.

4. All SDOs shall mobilize their partnership focal persons to ensure the effective implementation of Brigada Eskwela Program in all public elementary and secondary schools and the involvement of the community and local stakeholders.

5. School Heads (SHs) shall take the lead in planning the activities geared towards making their schools ecologically conscious, resilient, clean, safe and conducive to learning. **No Brigada Eskwela Fee** shall be collected from parents or solicited from other volunteers. Other important reminders to SHs in the conduct of this activity are indicated in Enclosure No. 1.

6. All DepEd employees are encouraged to join the Brigada Eskwela activities by offering their skills, sharing their time or providing their in-kind assistance and support to public schools near their residence. Interested employees are given two (2) days to do volunteer work on official time, provided that such work is approved by their heads of offices.



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147



Certificate Number: AJA10-0237



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

In addition, nonteaching personnel shall earn Compensatory Time Off (CTO) for the complete eight hours of participation in the maintenance effort on the last day of Brigada Week, which is a Saturday.

7. Teaching personnel are entitled to earn vacation service credits arising from their active involvement in the Brigada Eskwela activity. Teachers shall earn a one-day service credit for the accumulated eight hours participation in the maintenance effort. For further details on granting service credits to teachers, please refer to DepEd Order No. 53, s. 2003 entitled **Updated Guidelines on Grant of Vacation Service Credits to Teachers**.

8. Other important information stipulated in the attached DepEd Memorandum No. 032, s. 2020, including the schedule of activities and deadlines must be strictly observed.

9. Further, the Division Brigada Eskwela Coordinator is reminded to inform all School Brigada Eskwela Coordinator that the Daily Quick Count Report, to be submitted daily from Day 1 to 6, will be integrated in the DepEd Partnership Database System (DPDS), with the following information to be uploaded:

- a. Daily Report on the No. of Volunteers;
- b. Total Amount of Generated Resources [Total Equivalent Amount of Volunteers' Services + Total Equivalent Amount of Donations]

10. For more information, contact Education Support Services Division, at telephone number (082) 224-0748 or External Partnerships Service, at telephone numbers (02) 638-8637 / 638-8639 or email at externalpartnerships@deped.gov.ph.

11. Immediate and wide dissemination of this Memorandum is required.

EVELYN R. FETALVERO, CESO IV
Assistant Regional Director
Officer-In-Charge
Office of the Regional Director

Enclosed: As stated.

Reference: DM No. 032, s. 2020, DO No. 53, s. 2003

To be indicated in the Perpetual Index
under the following subjects:

PARTNERSHIPS
PROGRAMS
PRIZES

OFFICIALS
SCHOOLS
AWARDS

REPAIR
TEACHERS
SEARCH

ROE2/ajm

DEPARTMENT OF EDUCATION ROXI
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By:
Date: 07/13/20 Time: 11:11



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147





Republic of the Philippines
Department of Education

06 MAR 2020

DepEd MEMORANDUM
No. **032**, s. 2020

2020 BRIGADA ESKWELA PROGRAM IMPLEMENTING GUIDELINES

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd) will conduct the **2020 Brigada Eskwela** with the theme, *Pagpapanatili ng Bayanihan Tungo sa Kalidad na Edukasyon para sa Kabataan*, from May 18 to 23, 2020. The Brigada Eskwela is the National Schools Maintenance Week that aims to bring together all education stakeholders to participate and contribute their time, effort, and resources to prepare public school facilities for the opening of the school year in June.

2. The Brigada Eskwela Program is one of the most important programs in DepEd. In the spirit of *bayanihan*, private institutions/individuals, government agencies, local government units and other organizations contribute to DepEd campaign to ensure accessible and quality basic education. The components of the program are the following:

- a. Brigada Eskwela (National Schools Maintenance Week),
- b. Brigada Eskwela Plus (Partnership Support for Access), and
- c. Brigada Pagbasa (Partnership Support for Quality Education).

3. The National Kick-off Program shall be held on **May 14, 2020** in a public school of the host region (to be announced). Regional offices (ROs) and schools division offices (SDOs) shall hold a kick-off ceremony to launch the Brigada Eskwela in their respective areas on or before **May 18, 2020**.

4. All regional directors (RDs) and schools division superintendents (SDSs) shall mobilize their partnerships focal persons to ensure the effective implementation of Brigada Eskwela Program in all public elementary and secondary schools and the involvement of the community and local stakeholders.

5. School heads (SHs) shall take the lead in planning the activities geared towards making schools ecologically conscious, resilient, clean, safe, and conducive to learning. **No Brigada Eskwela fee** shall be collected from parents or solicited from other volunteers. Other important reminders to SHs in the conduct of this activity are indicated in Enclosure No. 1.

6. Individuals or groups from the national government agencies (NGAs), local government units (LGUs), private sectors, international organizations, and other parties interested to help the schools and volunteers may coordinate with any of the following:

- a. External Partnerships Service (EPS) of the DepEd Central Office,
- b. Education Support Services Division (ESSD) in the ROs,

- c. Social Mobilization and Networking Section (SocMob) under the Schools Governance and Operations Division (SGOD) in the SDOs, and
- d. SHs of the beneficiary school/s, for guidance.

7. All DepEd employees are encouraged to join the Brigada Eskwela activities by offering their skills, sharing their time or providing their in-kind assistance and support to public schools near their residence. Interested employees are given two days to do volunteer work on **official time**, provided that such work is approved by their heads of offices. Further, nonteaching personnel shall earn Compensatory Time Off (CTO) for the complete eight hours of participation in the maintenance effort on the last day of Brigada Eskwela Week, which is a Saturday.

8. Teaching personnel are entitled to earn vacation service credits arising from their active involvement in the Brigada Eskwela activity. Teachers shall earn a one day service credit for the accumulated eight hours of participation in the maintenance effort. For further details on granting service credits to teachers, please refer to DepEd Order No. 53, s. 2003 titled **Updated Guidelines on Grant of Vacation Service Credits to Teachers**, particularly Item No. 1-d Sub-items d and k and Item No. 1-f, which pertains to the grant of service credits.

9. Central Office key officials are enjoined to participate in activities related to the implementation of Brigada Eskwela Program.

10. All bureau directors and RDs, ESSD chiefs and regional partnerships focal persons are enjoined to attend the national kick-off program. Travel and incidental expenses shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

11. The schedule of activities for the 2020 Brigada Eskwela Implementation is as follows:

Activity	Schedule
Pre-implementation Stage of Brigada Eskwela (Assessment of Physical Facilities and Maintenance Needs of the Schools, Resource Mobilization, Organization of Brigada Eskwela Committees and their Orientation on Specific Roles and Tasks, among other activities)	January 3 to May 17, 2020
Brigada Eskwela National Kick-off Program and Caravan	May 14, 2020
Brigada Eskwela Regional and Schools Division Kick-off Program and Caravan	on or before May 18, 2020
Brigada Eskwela Implementation and Monitoring of Schools	May 18-23, 2020
Submission of Consolidated Brigada Eskwela Accomplishment Reports by the Division coordinators to the Regions	June 28, 2020
Submission of Consolidated Brigada Eskwela Accomplishment Reports by the Regional coordinators to the External Partnerships Service (EPS)	July 31, 2020

SLH

Submission of Division entries for the Brigada Eskwela Awards Candidates to the Regions	July 31, 2020
Regional Selection and Deliberation of Brigada Eskwela Awards Candidates	August 1 to September 27, 2020
Submission of Final List of School Candidates as Brigada Eskwela National Awardees to EPS (including the submission of rating sheets reflecting the ranks and scores of the awardee-candidates)	on or before October 18, 2020
Conduct of Brigada Eskwela Regional Awarding Ceremony	within October and November 2020
Conduct of Brigada Eskwela National Awarding Ceremony	November 26, 2020

12. To implement the selection process in the Search for Brigada Eskwela Best Implementing Schools effectively, DepEd issues a set of criteria provided in Enclosure No. 2.

13. The SH and school coordinator of the Brigada Eskwela Best Implementing Schools shall receive a certificate of recognition, which they can present when they apply for promotion based on the existing hiring and promotion guidelines. Certificate of Appreciation shall also be given to the Parents-Teachers Association (PTA), local government unit (LGU) partner, major private sector partner, the school, and the school Adopt-a-School coordinator.

14. The **Brigada Eskwela Plus** shall be conducted in public schools nationwide in phases. Consistent with the Brigada Eskwela Program, the Brigada Eskwela Plus is geared towards increasing learners' participation rate, reducing dropouts, helping improve learning for both the learners and their community, and creating a network of community-based organizations committed to support schools through collaborative programs and projects.

15. The implementation of Brigada Eskwela Plus shall focus on the following key activities:

- a. School maintenance activities throughout the school year;
- b. School and community effort to improve participation and reduce dropout, or enroll in the alternative delivery mode; and
- c. School and community effort to improve student and community learnings.

16. Among the Hall of Fame Awardees, each region will select one Brigada Eskwela Plus Most Sustained School Award. The details of the award are also discussed in Enclosure No. 2.

17. The **Brigada Pagbasa** is an after-school reading program that envisions to bring together DepEd partners, experts, changemakers, policymakers, and other stakeholders across all sectors from international and local agencies and organizations in the public and private sectors to help all learners read and become functionally literate. The program will provide a platform to synergize efforts and resources to address current education-related challenges. It will also create opportunities for all stakeholders to contribute possible solutions to the current gaps in the country's educational system, specially in equipping the learners with 21st century skills.

18. In preparation for the Brigada Pagbasa, the Division Partnership Focal Persons are encouraged to conduct an inventory of school reading programs with partnership components that can be registered under the Brigada Pagbasa.

19. SHs shall ensure that all donated items classified as Property, Plant, and Equipment are properly recorded in the book of accounts as stipulated in DepEd Order No. 82, s. 2011 titled **Guidelines on the Proper Recording of All Donated Properties**. The documents required to support the recording in the book of accounts are as follows:

- a. Inventory Custodian Slip for donated properties with value below P15,000.00 (Enclosure No. 3); and
- b. Property Acknowledgement Receipt for donated properties above P15,000.00 (Enclosure No. 4).

20. For more information, please contact the **External Partnerships Service**, Ground Floor, Mabini Bldg., Department of Education (DepEd) Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at externalpartnerships@deped.gov.ph or at telephone nos. (02) 8638-8637 and (02) 8638-8639.

21. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

Encls.:

As stated

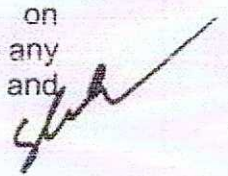
References:

DepEd Memorandum Nos. 066, s. 2018; and 036, s. 2019
DepEd Order (Nos.53, s. 2003 and 82, s. 2011)

To be indicated in the Perpetual Index
under the following subjects:

AWARDS
OFFICIALS
PROGRAMS
POLICY
PRIZES
RULES AND REGULATIONS
SCHOOLS
SEARCH

**REMINDERS FOR SCHOOL HEADS IN THE IMPLEMENTATION OF
2020 BRIGADA ESKWELA**

1. Brigada Eskwela espouses the spirit of volunteerism. Taking part in the school repair and other maintenance work is neither mandatory nor requisite for learners to be accommodated in schools.
 2. **No Brigada Eskwela fee** shall be collected from parents or solicited from other volunteers.
 3. All uniformed personnel are welcome to participate in Brigada Eskwela, however, carrying firearms is prohibited inside the school premises.
 4. In the performance of their role in operationalizing this year's Brigada Eskwela in relation to the theme, school heads are expected to consider the following materials:
 - a) School safety and Preparedness Guide (Annex A of Enclosure No.1)
 - b) DRRM Stakeholder Engagement Strategy (Annex B of Enclosure No. 1)
 - c) Menu of School Kits (Annex C of Enclosure No. 1)
 - d) WASH in Schools List of Activities
 - e) Learning Resource Centers
 5. Pursuant to DepEd Order No. 6, s.2012 entitled "Guidelines on the Adoption and Implementation of Public Health Policies on Tobacco Control and Protection against Tobacco Industry Interference," receiving assistance or support from companies and other players in the tobacco industry for Brigada Eskwela is not allowed.
 6. Pursuant to DepEd Order No. 48, s. 2018 entitled "Prohibition on Electioneering and Partisan Political Activity," the schools may not receive any forms of contribution/donations from official candidate for the local and national election.
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SCHOOL SAFETY AND PREPAREDNESS GUIDE

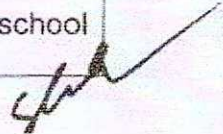
In view of the implementation of the 2020 Brigada Eskwela, this School Safety and Preparedness Guide is issued to provide guidance to schools and education partners in ensuring safety and preparedness of our learners and personnel before, during and after emergencies. Enumerated below is a list of recommended activities that may contribute to a safer school. School Principals need to identify which of list are most appropriate and important for their schools. The SH may also identify other measures that may add-up to this list.

I. SAFE LEARNING FACILITIES

1. Facilitate the assessment of school building structure and electrical wiring and make necessary repairs and/or upgrades to prevent unnecessary incidents.
2. Repair minor classroom damages such as broken windows, doors, blackboard, roofs and other furniture, etc.
3. Install appropriate and available fire suppression, including fire extinguishers, water source and relevant indigenous materials.
4. Make sure that corridors and pathways are unobstructed and that all sharp, protruding objects which may cause harm to students are removed.
5. Clean and clear drainage to prevent clogging. Cover drainage canals and provide necessary warnings.
6. Cordon off and post safety signage for on-going construction, unfinished, damaged and condemned buildings.
7. Secure cabinets and drawers and ensure that heavy objects are below head level.
8. Post safety measures in laboratories and workshops.
9. Prepare an evacuation/exit plan and directional signage on every floor of the building.
10. Identify evacuation areas and classrooms that may be used as temporary shelters during disasters and emergencies.
11. Prune trees to avoid entanglement from electrical wirings and avoid potential harm to life and property.

II. SCHOOL DISASTER MANAGEMENT

1. Post a directory of emergency contact numbers of relevant government agencies and officers, in various areas of the school.
2. Establish and maintain early warning mechanisms in the school.
3. Equip school with first aid kits, flashlights, megaphones, and other supplies necessary in cases of emergency. Ensure that these items are highly accessible and can be easily located.
4. Identify alternative sources and/or maintain supply of drinking water within the school.
5. Ensure that learners, teachers, and personnel have identification cards with relevant information.
6. Create database of learners with the contact details of their immediate family members/relatives/guardians.
7. Secure and safely store vital school records.
8. Coordinate with barangay officials on pedestrian safety of students.
9. Document accidents experienced by students and personnel within the school to improve prevention and mitigation measures.



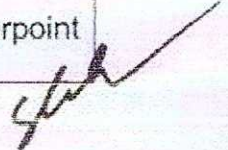
III. RISK REDUCTION AND RESILIENCE EDUCATION

1. Identify a storage area for safekeeping of vital schools records, textbooks, teaching manuals, computers, and other school equipment.

References:

International Finance Corporation (no date) Disaster and Emergency Preparedness Guidance for Schools, (IFC World Bank).

Department of Education (2015 DRRM in Basic Education Framework Powerpoint presentation)

A handwritten signature in black ink, located to the right of the references section. The signature is stylized and appears to be a name, possibly "John" or "Jonathan", followed by a long horizontal stroke.

STAKEHOLDER ENGAGEMENT STRATEGY

I. Introduction

The occurrence of disasters affected school operations to the point of depriving our students access to quality education. While we have improved our classroom standards, strengthened our coordination with partners for disaster response and capacity building, and established the Disaster Risk Reduction Management (DRRM) Service, there is a need to heighten support for school level implementation of disaster risk reduction.

Disaster preparedness of schools is an important factor to achieve resilience in our communities. DepEd, through 2020 Brigada Eskwela, seeks to mainstream disaster preparedness principles in readying schools for the opening of classes. More than the usual menu of provisions for schools such as putting up of fences, painting, roofing, among others, DepEd shall provide a list of preparedness measures that partners could support in various capacities.

Our aim is to engage all education stakeholders, which include the following:

- Local Government Units (LGUs) from provincial to barangay levels
- Private Partners
- Academe
- Civil Society Organizations
- Private Corporations
- Individual Volunteers

Our partners may assist DepEd in the following areas:

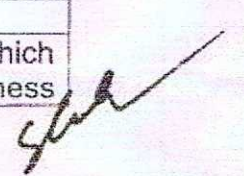
- Support implementation of school preparedness and safety measures
- Provision of emergency kits and education supplies for teachers and students
- Information, Education, Communication of DRRM

II. How to Engage the STAKEHOLDERS/What Each Stakeholder Can Do

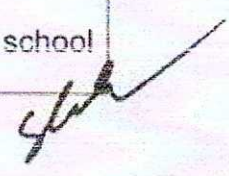
The matrix below provides specific steps that target partners could take for their active engagement during the Brigada Eskwela week.

Stakeholders	Nature of Engagement
Provincial Government Units	a. Coordinate with DepEd Division Offices b. Secure a copy of the school preparedness checklist c. Convene Local School Board (LSB) to identify possible support in school preparedness d. Mobilize local support through the business sector, philanthropies, academe and local organization to assist schools' preparations for class opening

Municipal/City Government Units	a. Coordinate with DepEd Division/District Offices b. Secure a copy of the school preparedness checklist c. Convene LSB to identify possible support on school preparedness d. Mobilize local support through the business sectors, philanthropies, academe and local organization to assist schools' preparations for class opening e. Include schools in the early warning system implemented in the locality
Barangay Government Units	a. Coordinate with nearby elementary and/or secondary school b. Participate in school preparatory meetings for Brigada Eskwela c. Mobilize local assistance to support school preparedness strategies d. Secure a copy of the school preparedness checklist e. Support the school preparedness strategies f. Assist schools in establishing an early warning system
Private Partners	a. Coordinate with DepEd Division or District or School b. Secure a copy of the school preparedness checklist c. Provide emergency kits/bags for students teachers and schools, teacher's kit, learner's kit d. Provide advocacy/information materials for schools e. Support the school preparedness strategies
Local CSOs and Volunteers	a. Coordinate with target elementary and/or secondary schools b. Secure a copy of the school preparedness checklist c. Signify interest to assist school during preparation for class opening d. Participate in school preparatory meetings for Brigada Eskwela e. Identify and communicate support that will be provided to schools f. Orient parents on DRRM services g. Assist in the conduct of risk profiling h. Support the school preparedness strategies
Parents	a. Participate in school preparatory meetings for Brigada Eskwela b. Support the school preparedness strategies
EXTERNAL	
Central	a. Issue a school preparedness guide, which provides checklist on school preparedness



	measures b. Prepare guidelines on conducting risk profiling based on the following considerations: • Location of the school • Immediate environment of the school • Historical disasters experiences
Region	a. Conduct planning meeting with SDOs to determine school needs b. Provide assistance to SDOs in formulating strategies to support preparedness c. Monitor and prepare report regarding the implementation of preparedness strategies
Division	a. Mobilize assistance from education partners and other government agencies for schools' implementation of preparedness measures b. Coordinate with local government agencies on local risk profiling c. Ensure availability of the summary of school level data for local partners' reference d. Prepare list of schools that would be needing most assistance from partners e. Ask local fire bureau, local PNP, local AFP to participate in "How to Make Your School Safer" campaign f. Ensure support is equitably distributed to all schools
Schools	a. Distribute emergency kits/bags to students and teachers, learner's kit and teacher's kit (See Annex C of Enclosure No. 1) b. Spearhead the implementation of school preparedness guide



Menu of School Kits

The table below breaks down the minimum contents of each school

School Provision	Minimum contents
a. Emergency Kits/bags for learners	✓ Whistle ✓ Leaflets of information of the kits
b. Learner's Kit	✓ Notebook (50 leaves) ✓ Pad paper ✓ Pencil ✓ Ball pen ✓ Crayon ✓ Ruler ✓ Small scissors ✓ Pencil sharpener⁴ ✓ Paste ✓ Bag
c. Emergency kit for school	✓ First Aid Kit ✓ Contact numbers for emergencies ✓ Stretcher ✓ Flashlights/batteries ✓ Radio/batteries ✓ Bell/warning device ✓ Whistle ✓ Transistor radio ✓ Electrical Tape ✓ Rope
d. First Aid Kit	✓ Burn Ointment ✓ Povidone-iodine (e.g. Betadine) ✓ Adhesive Bandage (e.g. Band Aid) ✓ Bandage ✓ Gauze ✓ Plaster Tape ✓ Alcohol ✓ Hydrogen Peroxide / Agua Oxigenada ✓ Bottled Water ✓ Gloves ✓ Cotton
e. Teacher's Kit	✓ Manila Paper ✓ Bond paper long (cactus) ✓ Pair of Scissors ✓ Cartolina ✓ Pen (black and red) ✓ Permanent Makers (black and blue) ✓ Bag ✓ Ruler (12 inches) ✓ Pencil sharpener



	✓ Lesson plan notebook ✓ Class record
f. Teacher's Emergency Kit	✓ Whistle ✓ Flashlights/batteries ✓ Boots ✓ Raincoats/umbrella ✓ Radio/batteries ✓ Emergency hotline list ✓ Evacuation guide ✓ Toiletries ✓ Bottled water
g. Health and Hygiene Kits	✓ Soap, toothpaste, toothbrush ✓ Sanitary pads for female high school learners ✓ Drinking water (1 liter)

Shirley

WASH in Schools during Brigada Eskwela

Access to safer water, functional toilets and proper hygiene practice in schools creates the safe and conducive environment for children to optimally participate and achieve the learning outcomes. Thus, the need to ensure that water, sanitation and hygiene (WASH) facilities are adequate in number and well-maintained and the necessary hygiene and cleaning supplies are available in schools.

Creating a Conducive Learning Environment

With clean water supply, children are protected from water-related diseases and are able to practice proper hand and oral hygiene. In addition, toilets and other facilities are properly used and easily maintained. Clean and functional toilets that have privacy proper ventilation, and are in visible safe and accessible location ensure that children are able to relieve themselves with comfort and dignity. Moreover, adolescent girls are able to manage their menstruation effectively when toilets have water, soap and garbage bins for sanitary pads disposal. Group handwashing facilities and soap enable children to wash their hands and brush their teeth at scheduled time of the day, and thereby creating the routine for habit formation. Individual handwashing facilities with soap at strategic places such as in or nearby toilets and eating places enable children and adults, including food handlers and teachers, to wash their hands after using the toilets and before eating or handling food.

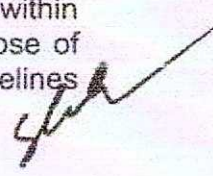
Developing Life-Skills and Increasing Resiliency

Water, sanitation and hygiene education in schools (WinS) develop life skills and contributes to the education goal of positive behavior change for young Filipinos. Through creating a safe environment and developing positive hygiene behavior, WinS contributes to reducing the vulnerabilities of children and increasing their resilience, especially at times of disaster and emergency.

Cognizant of the above, the Department of Education (DepEd), through the Comprehensive WASH in Schools Policy (DepEd Order No. 10, s. 2016, "Policy and Guidelines for the Implementation of the Comprehensive WASH in Schools Program") established standards for WASH services that needs to be ensured in all schools. Invoking the National WASH in Schools Policy, DepEd Order No. 32, s. 2017, "Gender-Responsive Basic Education Policy" mandates that schools "provide women, girl-child and adolescent-friendly facilities that meet the standards for Menstrual Hygiene Management (MHM).

WinS in Brigada Eskwela

The Comprehensive WASH in School Policy also recognizes the application of the School-Based Management (SBM) approach in improving and sustaining WASH in Schools, particularly through school planning and budgeting, partnerships and linkages. In this light, WASH in Schools strategically falls within the objectives and design of the Brigada Eskwela Program. For the purpose of the Brigada Eskwela, the National WinS Three Star Approach provides guidelines

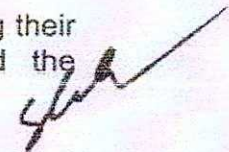


in the identification of the gaps in WASH in (Schools and prioritization of actions to address them).

Global standards on Sanitation, hygiene

1. Compliance with access to safe drinking water
2. Availability of sanitary pads. Schools are prepared to support girls during menstruation by providing sanitary pads
3. Schools provide access to gender-segregated and functional toilets
4. Handwashing facility with water and soap available and daily activities

The following **WinS activities and provisions** may be mobilized:

1. Provision of water supply, through connection with barangay water networks, construction of water pumping system, and/or installation of rainwater catchments;
 2. Construction of additional toilets, particularly gender-segregated toilets for boys and girls;
 3. Repair and improvement of existing toilets, including desludging, to ensure functionality, privacy, comfort and security for children, especially girls;
 4. Construction/improvement of individual and group handwashing facilities;
 5. Improving accessibility to water, toilets and handwashing facilities through provision of concrete footpaths, disability ramps and roofing;
 6. Provision of rest space for menstruating girls that are private, secure and comfortable;
 7. Improvement of drainages, cleaning of roof gutters, and elimination of stagnant water;
 8. Provision of hygiene supplies – soap, toothpaste, toothbrush, sanitary pads, etc. – and cleaning materials;
 9. Improvement of solid waste management, including the provision of garbage bins for waste segregation, compost pits and material recovery facilities and/or securing local garbage collection services;
 10. Putting up hygiene messages in strategic places (toilets and eating places) to motivate proper use of toilets and handwashing at critical times, especially after using the toilet and before eating;
 11. Orientation of parents and other stakeholders on WinS and engaging their support for developing proper WASH practices at home and the community; and
 12. Orientation and certification of canteen operators, vendors and food handlers on proper hygiene and sanitary food preparation and handling.
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Brigada Eskwela Best Implementing School Award

To give due recognition to schools whose efforts in the implementation of the Brigada Eskwela program are exemplary, the Department of Education (DepEd) shall be awarding the **Brigada Eskwela Best Implementing Schools** in the following categories:

Elementary Level

Category	Number of Teachers (National)	Number of Teachers (NCR)
Small School	9 and below	40 and below
Medium School	10 – 29	41 – 80
Large School	30 – 50	81 – 120
Mega School	51 and above	121 and above

Secondary Level

Category	Number of Teachers (National)	Number of Teachers (NCR)
Small School	15 and below	40 and below
Medium School	16 – 30	41 – 80
Large School	31 – 50	81 – 120
Mega School	51 and above	121 and above

Note: Integrated School (Kindergarten to Grade 12) may choose which level they intend to participate in the selection.

To determine the awardees of the 2020 Brigada Eskwela Best Implementing Schools Awards the Schools Division Office through the Division Partnership Focal Person shall validate the compliance of all schools and issue a Certificate of Compliance to all implementing schools. On the other hand, the SDO shall issue a memorandum addressed to schools that are not implementing Brigada Eskwela seeking explanation on their non-compliance.

The Schools with generated resources within the matrix below shall be considered as entries for the Division Level Best Implementing School Awards.

Elementary Level

Category	Number of Teachers (National)	Resource Generated (in pesos)	Number of Teachers (NCR)	Resource Generated (in pesos)
Small School	9 and below	99,999 and below	40 and below	399,999 and below
Medium School	10 – 29	100,000 – 299,999	41 – 80	400,000 – 799,999
Large School	30 – 50	300,000 – 499,999	81 – 120	800,000 – 1,199,999
Mega School	51 and above	500,000 and above	121 and above	1,200,000 and above

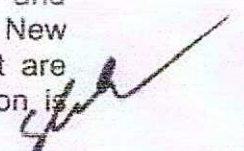
Secondary Level

Category	Number of Teachers (National)	Resource Generated (in pesos)	Number of Teachers (NCR)	Resource Generated (in pesos)
Small School	15 and below	99,999 and below	40 and below	399,999 and below
Medium School	16 – 30	100,000 – 299,999	41 - 80	400,000 – 799,999
Large School	31 – 50	300,000 – 999,999	81 - 120	800,000 – 1,199,999
Mega School	51 and above	1,000,000 and above	121 and above	1,200,000 and above

The selection of the Brigada Eskwela Best Implementing Schools shall be evaluated in accordance with the following criteria:

Criteria of Selection – Best Implementing Schools

1. Scope of Work – 30%

Scope of work is based on the school BE plan and physical facilities repair and maintenance needs assessment such as Repair Works, Maintenance Works, New Improvements and Beautification/Landscaping/Learners Kiosk Installation that are identified/included in the School Annual Implementation Plan. The computation is based on the percentage of work completed multiplied by 30%. 

2. Diverse Volunteer Participation – 25%

The diversity of participation shall consider the group affiliation of volunteers with the following percentage assignment:

a. Parent volunteers – 15%

The computation is based on the number of volunteer parents per day over the targeted number of volunteer multiplied by 15%.

The target volunteer parent is from 100% to 200% considering the master list of the PTA/SF1.

b. Other volunteers – 10%

Target representative per group is 5 volunteers per group to get 2 points, below 5 volunteers shall be given 1 point then multiplied by 10%.

NGAs and other government organizations and public corporations	LGUs (Brgy / Mun / Prov)	Community Involvement including NGOs and Professional Associations	Private Sector Involvement including Corporate Foundations and Private Schools	Pupil / Student Organization (SSG / SPG), Alumni Associations and other civic organizations / associations
2 points	2 points	2 points	2 points	2 points

3. Generated Resources – 15%

The amount of resources generated shall include all donations-in-kind and equivalent amount of materials used for the scope of work accomplished during the Brigada Eskwela week and the equivalent amount of volunteer man-hour. It shall

also include all resources accepted from external partners after the steering and working committees were formed and commence to execute their functions as early as January 2020.

4. Alignment to Brigada Eskwela Theme – 15%

The evaluation shall consider the alignment of the program implementation to the Brigada Eskwela theme.

The evaluation shall consider the School Safety and Preparedness Guide – 21 points, computed as points meet/21 x 5%.

The WASH in Schools shall consider the activities and provisions specified in the guide of WASH in Schools during Brigada Eskwela above which is consistent to WinS Three-Star Approach, computed as points meet/15 x 5%.

Advocacy on Brigada Eskwela theme translated into school overall experiences and learnings – 5%

5. Creativity and Innovation – 10%

The evaluation shall be based on the presence of value added projects or unusual projects benefiting the schools and the learners. The criteria shall also consider the quantity of innovations, flagship programs anchored to the regional flagship program for Brigada Eskwela, and impact on access to education. Value added projects include but not limited to medical and dental services, provision of school supplies and uniform, awareness/literacy campaigns, special services for learners, teachers and non-teaching, information technology and multi-media projects.

6. Brigada Eskwela Support to Quality Education – 5%

The evaluation shall be based on the presence of after school program/s conducted by partners or in collaboration with partners and stakeholders to support quality of education under the Sulong EduKALIDAD program of DepEd.

Criteria of Selection – Brigada Eskwela Plus Most Sustained School

School Maintenance Activities Throughout the School Year – 70%

1. Evaluation shall be based on the sustained level of implementation of all school maintenance activities from June 2018 to June 2020.
2. A Narrative / Accomplishment report of all school maintenance activities from the Calendar Year (CY) 2018-2019 shall be submitted to show how the implementation of BE was sustained.

School and Community Effort to Improve Participation and Reduce Drop-Out, or Enroll in the Alternative Delivery Mode – 15%

1. Evaluation shall be based on the on-going school-community/stakeholders project to improve participation and drop-out reduction.

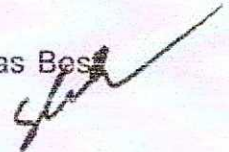


2. Data from School Year (SY) 2016-2017 shall be the baseline for the school participation and drop-out rate. The comparative report of data for three 3 years of school participation and drop-out rate as the basis for this criterion.

School and Community Effort to Improve Student and Community Learnings – 15%

1. Evaluation shall be based on school and community/stakeholders effort to improve student and community learnings referring to but not limited to remedial activities, parenting seminars, literacy programs, Alternative Learning System engagement activities and other school-community initiated activities.
2. Brigada Pagbasa shall be regular after-school reading program as a form of Brigada Eskwela initiative to address education related challenges on ensuring that all basic education students become functionally literate.

The **Hall of Fame Awards** shall be given to schools which were awarded as Best Implementing Schools for three consecutive years.



Entity Name:

Fund Cluster : _____

ICS No : _____

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