



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

21 OCT 2021

DIVISION MEMORANDUM
No. 502 s. 2021

**MONITORING AND SUBMISSION OF 2021 BRIGADA ESKWELA FORMS AND
MAGAZINE**

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. Pursuant to DepEd Memorandum 48 s. 2021 entitled “2021 Brigada Eskwela Guidelines”, the City Schools Division of the City of Tayabas announces the conduct of school self-assessment Brigada Eskwela Implementation from Oct. 25 to Oct. 28, 2021.
2. This activity aims to monitor the Brigada Eskwela implementation of schools and CLCs and ensure compliance to program reportorial requirements.
3. Submission of the 2021 Brigada Eskwela Magazine is on Oct. 25, 2021 while submission of the accomplished school self-assessment tool is on Oct. 29, 2021 via google mail at joan.brizuela@deped.gov.ph.
4. Refer to enclosure 1 for the copy of the School Self-Monitoring Checklist.
5. This activity shall comply with the required health standards consistent with the Inter-Agency Task Force, Department of Health standards, local and national quarantine rules and all related protocols detailed in the DepEd and DepEd Task Force Covid-19 issuances.
6. Immediate dissemination of this memorandum is desired.

GERLIE M. ILAGAN, CESO VI
Assistant Schools Division Superintendent
OIC-Office of the Schools Division Superintendent



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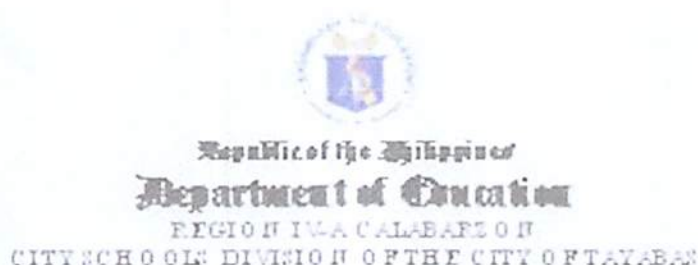


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Enclosure 1: School Self-Monitoring Checklist



BRIGADA ESKWELA MONITORING TOOL

Fiscal year 2021

Division:	Name of School:
School Address:	School ID:
(Please check appropriate box) Level: <input type="checkbox"/> Elementary <input type="checkbox"/> High School	Type of School / Category <input type="checkbox"/> SMALL <input type="checkbox"/> LARGE <input type="checkbox"/> MEDIUM <input type="checkbox"/> MEGA
School Head:	Contact Number:
Brigada Eskwela Coordinator:	Contact Number:
School Reading/ Literacy / Numeracy Program:	Learning Spaces Campaign:
Number of Student Beneficiaries:	Total Number of Hours (labor) Rendered:
Number of personnel Beneficiaries:	Total Amount of Donations:
Enrolment SY 2021 - 2022:	Total Generated Resources:
Parent Volunteers:	Community Partnership Initiatives:
Other Volunteers: <input type="checkbox"/> NGOs and other government organization and public corporations <input type="checkbox"/> LGU's Barangay/ City/Provincial <input type="checkbox"/> Community involvement including NDE's and Professional Associations <input type="checkbox"/> Private Sector Involvement including Corporate Foundations and Private Schools <input type="checkbox"/> Pupil/Student Organization (SSG/SPG) Alumni Associations	<input type="checkbox"/> Preparation of Learning Packets <input type="checkbox"/> Distribution and Retrieval of Learning Packets <input type="checkbox"/> Physical Cleaning <input type="checkbox"/> Disinfection
(5%) School Safety Points (22):	(5%) Wash in School Points (5):

Indicators	Findings and Observations			Remark/s
A. Engagement of Partners (30%) Target 35 points	Completely Evident (5 or more is evident) (complete documents e.g. deed of donation, action plan, proposal/letter, photos, narrative report)	Partially Evident (3 out of 5 is evident)	Not Evident (1 out of 5 is evident)	
1. Printing of COVID19/ Sanitation/ Proper hand washing/ Hygiene materials				



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1. Printing of COVID19/Sanitation/Proper hand washing/Hygiene materials				
2. Printing of materials/Provision of supplies for distance learning (bond papers, worksheets, notebooks, pad paper, ball pens, crayons, coloring materials and others)				
3. Hand washing materials such as rubbing alcohol and anti-bacterial/germicidal soap				
4. Medical Devices and Equipment (infrared and digital thermometer, pulse oximeter, thermal scanner, stethoscope, blood pressure monitor machine)				
Indicators	Completely Evident (5 or more is evident) (complete documents e.g. deed of donation, action plan, proposal/letter, photos, narrative report)	Partially Evident (3 out of 5 is evident)	Not Evident (1 out of 5 is evident)	Remark/s
5. Washable facemasks, surgical facemask, face shield and surgical gloves				
6. Cleaning tools, materials or disinfectant spray tank, disinfectant, bleach, foot bath				
7. Multivitamins capsules/tablets or syrup for DepEd Personnel and Learners				
B. Psychological First Aid and Interventions (5%) Target 5 points				
A. Conduct of orientations w/ Teachers, Partners, PTA, and Learners on BE-LCP (15%)				
Target (15 points)				
1. Parents collaboration for learning opportunities				
2. Promotion of new school system to augment available resources and technology in the community /Learning Home Spaces Campaign				
3. Promotion and provision of Distance Learning Delivery Modalities such as Local radio/TV stations and other available media.				
D. Gulayan sa Tahanan or Urban Vegetable Gardening/ Gulayan sa Paaralan (5%)				

Target 5 points				
D. Gulayan sa Tahanan or Urban Vegetable Gardening/ Gulayan sa Paaralan (5%) Target 5 points				
E. Support to BE-LCP (Innovation or Project) (10%) Target 5 points				
F. Alignment to Brigada Pagbasa (10%) Target 5 points				
G. Partnership Appreciation (5%) Target 5 points				
H. Other School Initiatives (5%) Target 5 points				
I. School Based Launching /Kick Off (5%) Target 5 points				
TOTAL 100%				
Computation shall be based on the acquired points divided by the targeted points multiplied by ____ % then product multiplied by 100				

Conformed:

School Head
Signature over Printed Name

Evaluated by:

Signature over Printed Name



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Elementary Level			Secondary Level		
Category	Number of Teachers (National)	Resource Generated	Category	Number of Teachers (National)	Resource Generated
Small School	9 and below	90,000 and above	Small School	9 and below	100,000 and above
Medium School	10-29	200,000 and above	Medium School	10-25	300,000 and above
Large School	30-50	300,000 and above	Large School	26-100	500,000 and above
Mega School	51 and above	500,000 and above	Mega School	101 and above	1,000,000 and above

B. Schools Safety, Preparedness and Resiliency 5%		Tick indicator if evidently available
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. Ensure that corridors and pathways are unobstructed and that all sharp, protruding objects which may cause harm to learners 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 to be observed in laboratories, and workshops, and other facilities requiring the same.		
9. Prepare an evacuation/exit plan and post 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.		
12. Post a directory of emergency contact numbers of relevant government agencies and officers in various high traffic areas of the school.		
13. Establish and maintain early warning mechanisms in the school.		
14. Equip school with first aid kits, flashlights, megaphones, and other supplies necessary in cases of emergency.		
15. Ensure that these items are highly accessible and can be easily located.		
16. Identify alternative sources and/or maintain supply of drinking water within the school.		
17. Ensure that learners, teachers, and personnel have identification cards with relevant information.		
18. Create database of learners with the contact details of their immediate family members/relatives/guardians.		
19. Secure and safely store vital school records.		
20. Coordinate with barangay officials on pedestrian safety of learners.		
21. Document accidents experienced by learners and personnel within the school to improve prevention and mitigation measures.		
22. Identify a storage area for safekeeping of vital schools records, textbooks, teaching manuals,		



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computers, and other school equipment.	
The evaluation shall be based on the Schools Safety, Preparedness and Resiliency Guide 22 points	
<u>Computed as points met</u> x 0.05 X 100 22	
Space for Computation:	

23. Wash in School Program WinS 5%	1 Star 1	2 Stars 3	3 Stars 5
Acquired point multiplied by 100 %			
Score			

