



Republic of the Philippines
Department of Education
Region IV – A CALABARZON
DIVISION OF TAYABAS CITY
Tayabas City



DIVISION MEMORANDUM NO. 128

**TO : OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
CHIEFS, EDUCATION PROGRAM SUPERVISORS, CID AND SGOD
UNIT HEADS, PUBLIC ELEMENTARY AND SECONDARY SCHOOLS
ALL OTHERS CONCERNED**

FROM : CATHERINE P. TALAVERA, CESO VI
Schools Division Superintendent

SUBJECT: 2018 BRIGADA ESKWELA

DATE : May 16, 2018

Pursuant to DepEd Memorandum No. 66 s. 2018 entitled “2018 Brigada Eskwela Implementing Guidelines”, the Schools Division of Tayabas City will conduct a motorcade and kick off ceremony at West Palale National High School on May 28, 2018. Motorcade will start at 6am from the Schools Division Office going to West Palale NHS.

All school heads shall mobilize their partnership focal person who are Adopt-A-School Program/ Brigada Eskwela coordinators to ensure involvements of community and local stakeholders for the implementation of Brigada Eskwela in all public elementary and secondary schools

School head shall take the lead role in planning the activities geared on making schools ecologically conscious, resilient, clean and conducive to learning. Important reminders to school head in the conduct of this activity are indicated in Enclosure No.1.

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

Teaching personnel are entitled to earn vacation service credits arising from their active involvement in the Brigada Eskwela activity. A complete six-day participation in the maintenance effort shall give teachers a three-day service credits entitlement.

For the schedule of activities, monitoring officials, School Safety Guide, WinS and WASH, Official Tarpaulins and T-shirts please refer to the attachments.

Immediate and wide dissemination of this memorandum is desired.

SGOD/ 2018 Brigada Eskwela /

DM 128 May 16, 2018



**REMINDERS FOR SCHOOL HEADS IN THE IMPLEMENTATION OF 2018
BRIGADA ESKWELA**

1. Brigada Eskwela espouses the spirit of volunteerism. Taking part in the school repair and other maintenance work is not mandatory nor requisite for parents to enable their children to be accommodated in the school.

2. No Brigada Eskwela fee shall be solicited from volunteers.

3. While the Armed Forces of the Philippines (AFP) members are welcome to participate in Brigada Eskwela, carrying guns and firearms must be prohibited inside the school premises. Likewise, AFP members as volunteers shall be advised to wear Type C uniform, civilian or work clothes instead of wearing military Type A uniform during the school maintenance activity.

For further details on engagement of AFP members in school activities, please refer to DepEd Memorandum No. 221 s. 2013 entitled "On Guidelines on the Protection of Children During Armed Conflict."

4. In the performance of the key role in operationalizing this year's Brigada Eskwela in relation to the theme, principals or school heads are expected to consider the following materials:

- a) School Safety and Preparedness Guide (Annex A of Enclosure No.1)
- b) Stakeholder Engagement Strategy (Annex B of Enclosure No.1)
- c) Kit's Menu (Annex C of Enclosure No. 1)
- d) WASH in Schools Activities

5. Receiving assistance or support from companies and other players in the tobacco industry for Brigada Eskwela is not allowed, 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."



Republic of the Philippines
Department of Education
Region IV-A CALABARZON



SCHOOLS DIVISION OF TAYABAS CITY
Tayabas City

Schedule of Division Activities:

Activity	Schedule
Pre Implementation Stage of Brigada Eskwela (Assessment of Physical Facilities and Maintenance Needs of the Schools, Resource Mobilization, Organization of Briagada Eskwela Committees and their Orientation on specific roles and tasks, among others.	January 2 – May 26, 2018
Brigada Eskwela National Kick Off and Caravan	May 24, 2018
Community Advocacy on Health and Wellness (Environmental Forum, PTA/ ASP/BE Best Practices exhibit and Health Advocacy)	May 19, 2018
Takbrigadahan para sa Kaligtasan at Kalusugan	May 27, 2018
Community Clean Up Drive (9am onwards)	May 27, 2018
Brigada Eskwela Regional and Division Kick Off Program and Caravan	May 28, 2018
Brigada Eskwela Implementation and Monitoring of Schools	May 28 – June 2, 2018
Division Submission of School Accomplishment Reports	June 15, 2018
Division Selection of Brigada Eskwela Regional Nominees for Best Implementing Schools	June 22- July 6, 2018
Regional submission of Final List of School Candidates for Brigada Eskwela Best Implementing School.	July 13, 2018

Program Schedule:

Activity	Time/ Venue/ Details	Participants
Motorcade	Assembly Point: SDO Assembly Time: 5:30 am Motorcade Starts: 6:00 am	Division Personnel School Heads BE/ASP Coordinators Stakeholders
Opening Program	6:45 am West Palale NHS	
Kick Off Ceremony	7:00 am	



Republic of the Philippines
Department of Education
Region IV-A CALABARZON
SCHOOLS DIVISION OF TAYABAS CITY
Tayabas City



MONITORING OFFICIAL FOR BRIGADA ESKWELA

SCHOOL	Monitoring Official
ALSAM ES	Fely Ocumen
LAWIGUE ES	Olga Endencia
BUCAL ES	Ritchelle Quintero
MALAO-A CALANTAS ES	Pelagia Manalang
BUSAL ES	Dr. Joseph Jay Aureada Louie Fulleo
DOMOIT ES	Luzviminda Saldares
FELES	
DAPDAP IS	Nonilon Nadal
LALO ES	
EAST PALALE ES	Generoza Zubieta
SOUTH PALALE ES	
GIBANGA ES	Alelie Padillo
KALUMPANG ES	
ILASAN ES	Ermelo Escobinas
KATIGAN ALUPAY ES	
IPILAN-ALITAO ES	Marife Lagar
LUIS PALAD INTEGRATED SCHOOL	
LAKAWAN ES	Georgia P. Talabong
WEST 1	
WEST 2	Sancho Calatrava
TECS	
WEST 3	Dra. Connie Sia
WEST 4	
MASIN ES	Mariles Ferro
VALENCIA ES	Dr. Christian Bables
MATE ES	Sherwin Quesea
PANDAKAKE ES	
NORTH PALALE ES	Mildred Galleno
West Palale Es	
WPNHS	
POTOL ES	Fideliza V. Lucas
STAND ALONE	
WAKAS	Engr. Gian Carlo Pardilla
RQMNHS	Joan Kathleen T. Brizuela
They may visit any of the schools during the conduct of Brigada Eskwela 2018.	Dr. Catherine P. Talavera Dr. Edwin R. Rodriguez Imelda C. Raymundo

This serves as travel order.





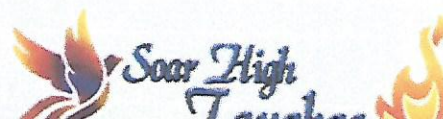
Republic of the Philippines
Department of Education
Region IV-A CALABARZON
SCHOOLS DIVISION OF TAYABAS CITY
Tayabas City



2 DAYS VOLUNTEER WORK FOR BRIGADA ESKWELA

SCHOOL	Monitoring Official
ALSAM ES	FRANCHESKA ZAGALA
LAWIGUE ES	
BUSAL	CARMELO SALAZAR JR.
BUCAL ES	TRISTAN LADINES
MALAO-A CALANTAS ES	
DOMOIT ES	JENNYLYN MIRANDILLA
FELES	
DAPDAP IS	BEATRICE SALAZAR
LALO ES	
EAST PALALE ES	ANNE KRISTINE OABEL
SOUTH PALALE ES	
GIBANGA ES	RACHELLE GUANO
KALUMPANG ES	
ILASAN ES	FRED BULANDO
KATIGAN ALUPAY ES	
IPILAN-ALITAO ES	PRINCESS ZUBIA
LUIS PALAD INTEGRATED SCHOOL	
LAKAWAN ES	KYRAH ANONUEVO
WEST 1	
WEST 2	CHARO CABANEROS
TECS	
WEST 3	BABY JOY ALBOS
WEST 4	
MASIN ES	MARVIN ANDAYA
VALENCIA ES	
MATE ES	RIBSON OCUMEN
PANDAKAKE ES	
NORTH PALALE ES	JHONNY ZAFRANCO
West Palale Es	
WPNHS	
POTOL ES	JOSELITO RACELIS
STAND ALONE	
WAKAS	ERIKA CUARTO
RQMNHS	
	JEROME JAVIN

This serves as travel order.



BRIGADA MONITORING CHECKLIST



NAME OF SCHOOL:	DATE:
NAME OF SCHOOL HEAD:	

Instructions: Please mark the appropriate column. Be objective as possible. Accomplish this form from Day1 to Day 5.

[illegible]

[illegible]

General Impression

Kindly use the scale below.

5 OUTSTANDING	4 VERY SATISFACTORY	3 SATISFACTORY	2 FAIR	1 POOR
How would you rate the overall implementation of Brigada Eskwela in school?				
How would you rate the spirit of volunteerism in the school?				
Commendations/Suggestions/Recommendations:				

Accomplished by:

Name of Monitoring Officer	Designation	Date Monitored
----------------------------	-------------	----------------



Department of Education
Region IV-A CALABARZON
SCHOOLS DIVISION OF TAYABAS CITY
Tayabas City
School Safety and Preparedness Guide



Name of School: _____
Name of School Head: _____
Monitoring Official: _____

Date: _____
Score: _____

I. SAFE LEARNING FACILITIES

INDICATORS	Evident	Not Evident	Remarks
1. Facilitation of the assessment of school electrical system to make necessary repairs and / or upgrades to prevent fire incident.			
2. Repair of minor classroom damages such as broken windows, doors, blackboards, roofs, etc.			
3. Installation of appropriate and available fire suppression equipment or resources such as fire extinguishers, water source, and other indigenous materials.			
4. 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 and drainage canals have necessary warnings and cover.			
6. Cordon off and post safety signage for on-going construction, unfinished, damaged and condemned buildings.			
7. Cabinets and drawers are secured and ensure that heavy objects are below head level.			
8. Post safety measures in laboratories and workshops.			
9. Evacuation/ Exit plan and directional signage are posted on every floor of the building.			
10. There are visible and identified evacuation areas and classrooms that can be used as temporary shelters during disasters and emergencies.			
11. Improvement of solid waste management including provision of garbage bins for waste segregation, compost pits and material recovery facilities or securing local garbage collection.			

II. SCHOOL DISASTER MANAGEMENT

1. Directory of emergency contact numbers of relevant government agencies and offices are posted in various areas of the school.			
2. Early warning mechanism such as bells and alarm are established and all students and personnel are informed about it.			
3. First aid kits, flashlights, megaphones and other necessary supplies that may be needed in times of emergency are available.			
4. There are/ is an identified alternative source/s and/or maintain supply of water of drinking water within schools.			
5. All students, teachers, and personnel have identification cards with relevant information.			
6. There is a data base of students with contact numbers of their family members.			
7. School vital records are safe and secured.			
8. There is an existing pedestrian safety of students coordinated with the Barangay.			
9. There is an existing documentation of accidents experienced by students and personnel within the school to improve prevention and mitigation measures.			

III. DISASTER RISK REDUCTION IN EDUCATION

1. There is an identified storage area for safekeeping vital records, textbooks, teaching manuals, computers and other school equipment.			
--	--	--	--

Comments and Suggestion: _____

Signature of School Heads: _____

Monitoring Tool for WinS (Wash in Schools) and Wash (Water Sanitation in School)

Name of School: _____
Name of School Head: _____
Monitoring Official: _____

Date: _____
Score: _____

INDICATORS	Evident	Not Evident	Remarks
1. Provision of water supply through connection to barangay water networks, construction of water pumping station and installation of water catchment.			
2. Construction of additional toilets particularly gender separated 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 and improvement of individual and group handwashing facilities.			
5. Improving accessibility to water, toilets and handwashing facilities			
6. Provision of concrete foothpaths, disability ramps and roofings.			
7. Provision of rest space for menstruating girls that are private, secure and comfortable.			
8. Improvement of drainages, cleaning of roof gutters, and elimination of stagnant waters.			
9. Provision of hygiene supplies – soap, toothpaste, sanitary pads, etc.			
10. Provision of cleaning materials.			
11. Improvement of solid waste management including provision of garbage bins for waste segregation, compost pits and material recovery facilities or securing local garbage collection.			
12. Putting up hygiene messages in strategic places (toilets and eating places) to motivate proper use of toilets and handwashing facilities.			
13. Orientation of parents and other stakeholders on WinS and their support for developing proper WASH practices at home and the community.			
14. Orientation and certification of canteen operators on proper hygiene and food sanitation preparation and handling.			

Comments and Suggestion: _____

Signature of School Heads: _____



Republic of the Philippines
Department of Education
Region IV – A CALABARZON
DIVISION OF TAYABAS CITY
WEST PALALE NATIONAL HIGH SCHOOL



BE KICK OFF CEREMONY

May 28, 2018

WORKING COMMITTEE

REGISTRATION:

Dalle Jane G. Reyes, Jinna L. Blanca,
Angelique G. Talisic, & SSG

MASTER OF CEREMONY:

Reymart P. Villapeña

SOUND SYSTEM:

Veda C. America & Maria Divina O. Ramos

MOD & VENUE:

Rodina Bellalba, Esther Dealino, & SB Kan. Palale

LOGISTICAL ASSISTANCE:

Analou R. Endencia, Roderick Baasis, & SSG

CUMMENTATION:

Deanne Joanna J. Encanto & Ofelia T. Jastiva

PROGRAM/INVITATION/CERTIFICATE:

Jerwin A. Talisic, Reymart P. Villapeña,
& Lilibeth Vargas

AGE DECORATION:

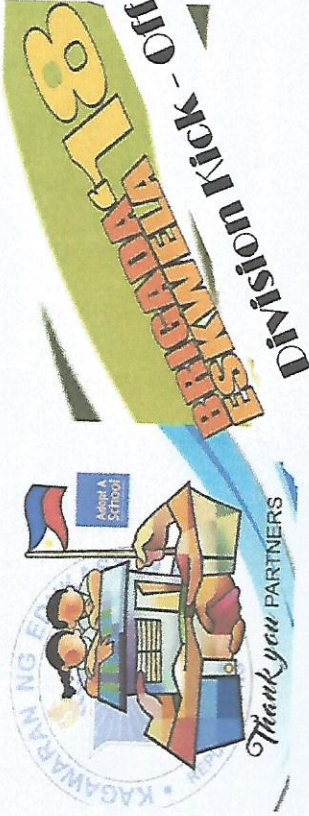
Imelda O. Ambe, New Teachers

TORCADE:

Roderick M. Baasis, Simplicio B. Rato,
Johncent Roy C. Tibordo, & Jerwin A. Talisic

OFFIC & SECURITY:

Brgy. Kan. Palale Bantay Bayan



**“Pagkakaisa Para sa Handa, Ligtas at
Matatag na Paralan Tungo sa Magandang
Kinabukasan”**

Venue : West Palale National High School
When : May 28, 2018
Time : 6:00 AM

This serves as an invitation



BRIGADA ESKWELA 2018 DIVISION KICK - OFF

Part I – Motorcade

Assembly Time: 6:00 AM
 Assembly Area: Division of Tayabas City
 Take Off Time: 6:15 AM
 Expected Arrival Time: 7:00 AM

Part II – Program Proper

I—Philippine National Anthem
 Prayer Jesselle R. Escobinas
 ESP Coordinator
 CALABARZON March Roderick M. Baasis
 PESS Coordinator
 Tayabas Hymn

II – Roll Call of Participantas Maria Divina O. Ramos
 AS Coordinator

III- Welcome Remarks Evelyn R. Palambiano
 Principal I, WPNHS

IV—Messages
 Opening RemarksCatherine P. Talavera Ph., D. CESO VI
 SDS Tayabas City

Pledge of Commitment

..... Remegio J. Cabuyao
 Brgy. Chairman, Kan.Palale
 Ma. Elena D. Moscoso
 PTA President

V— Word of Thanks Joan Kathleen T. Brizuela

Division MOB In-Charge
 VI—Intermission LPIHS Selected Students

Part III

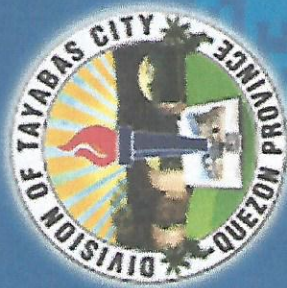
Orientation Veda C. America

BE Coordinator

Formal Opening of BE Edwin R. Rodriguez
 SGOD Chief

Reymart P. Villapena
 Master of Ceremony

DepED



BRIGADA'18 ESKWELA

MAY 28 - JUNE 2, 2018

PAGKAKAISA PARA SA HANDA, LIGTAS AT MATATAG NA
PAARALAN TUNGO SA MAGANDANG KINABUKASAN





We are an emerging division where excellence is a habit
and allegiance for quality is a pledge.

**BRIGADA
ESKWELA**