



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

June 13, 2024

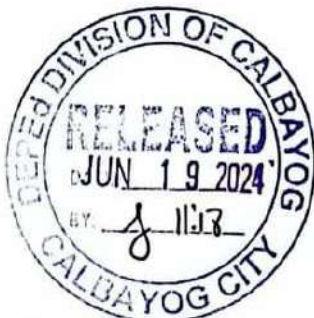
DIVISION MEMORANDUM


No. 323, s. 2024

2024 BRIGADA ESKWELA SCHEDULE OF ACTIVITIES

TO : Asst. Schools Division Superintendent
SGOD and CID Chiefs
Education Program Supervisors
Public School District Supervisors
Elementary & Secondary School Heads
All others concerned

1. With connection to DM 131 s. 2024 re Division Brigada Eskwela 2024 Kick-off, the schedule of activities for the National, Regional and Division Brigada Eskwela Kick-off, and the simultaneous District/School Brigada Eskwela Kick-off is attached under Annex A.
2. In addition, the conduct of Brigada Eskwela 2024 monitoring will be from July 25-27, 2024. Attached under Annex B of this memorandum is the **Brigada Eskwela Monitoring Tool**.
3. Further, attached under Annex C is the List of Personnel to attend the Division Brigada Kick-off at Cabicahan Integrated School, Oquendo 2 District.
4. A route for the caravan is attached under Annex D.
5. For the information and guidance of all concerned.




MARGARITO A. CADAYONA JR. PhD, CESO VI
Sr. OIC-Schools Division Superintendent



Address: P2 Brgy. Hamorawon, Calbayog City, Samar

Email Address: calbayogcity@deped.gov.ph

Website: <https://calbayogcity.deped.gov.ph>

ANNEX A

SCHEDULE OF ACTIVITIES

Date	Activity	Participants	Venue
July 22, 2024	National Brigada Eskwela Kick-off	DepEd Personnel <i>Streamed live via DepEd Philippines official Facebook Page and other DepEd official social media accounts</i>	TBA
July 23, 2024	Regional Brigada Eskwela Kick-off	TBA	Arteche National High School, Eastern Samar
July 24, 2024	Division Brigada Eskwela Kick-off	SDS, ASDS, CID & SGOD Chief, PSDS, EPS, SGOD Personnel, DFPTA Members, Cabicahan IS Faculty and Staff, Stakeholders, School Heads	Cabicahan Integrated School, Oquendo 2 District
July 25, 2024	Simultaneous School Brigada Eskwela Kick-Off	SDS, ASDS, CID Chief, SGOD Chief, PSDS, EPS, School Heads, SGOD Personnel (<i>assigned personnel/ team</i>)	Schools



Address: P2 Brgy. Hamorawon, Calbayog City, Samar

Email Address: calbayogcity@deped.gov.ph

Website: <https://calbayogcity.deped.gov.ph>

ANNEX B

BRIGADA ESKWELA MONITORING TOOL

SCHOOL: _____
DISTRICT: _____

MONITORING DATE: _____

a. Pre-Implementation Stage

INDICATOR	OBSERVABLE (Check one)		REMARKS <i>If Unsatisfactory, please describe</i>	RECOMMENDATION/ MODE OF VERIFICATIONS / DOCUMENT SUBMITTED
	Satisfactory	Unsatisfactory		
Conducted Assessment on the physical facilities and maintenance needs of the school				
• Classroom				
• Furniture				
• School Grounds				
• Toilet				
• Others: (Please specify)				
Compliance with the absolute prohibition on solicitation				
• Engagement letter to partners				
• Brigada Eskwela partners proposal				
• Others: (Please specify)				
Activities for the Brigada Eskwela Working Committee				
• Public Awareness Campaign				
• Establishment of Partnerships for Resource Mobilization				
• Handling of Administrative and Financial Matters				
• Documentation				

b. Implementation Stage (Please check yes or no)

INDICATOR	Visible		Best Practices	Recommendations
	Yes	No		
Maintenance of Clean School:				



Address: P2 Brgy. Hamorawon, Calbayog City, Samar
Email Address: calbayogcity@deped.gov.ph

Website: <https://calbayogcity.deped.gov.ph>

Department of Education
Region VIII-Eastern Visayas
Schools Division of Calbayog City

• Zero litters				
• Clutter-free (everything is well ordered, arranged, and organized)				
• Sol/Dust-free floorings and walls (absence of spill water or liquids on floors, tables, walls, etc.)				
• Zero garbage placed outside (hallways, school perimeter, school buildings, gym)				
• Zero illegal postings (walls, posts, trees, etc.)				
• Waste segregation compliance (no mixed wastes)				
• Absence of vandalism				
• Presence of activity in preventing pollution, minimizing waste and caring for the environment				

c. Overall Assessment

How would you rate the overall implementation of Brigada Eskwela in the School?				
5 - Outstanding	4 – Very Satisfactory	3 - Satisfactory	2 - Fair	1 - Poor
How would you rate the spirit of volunteerism in the school?				
5 - Outstanding	4 – Very Satisfactory	3 - Satisfactory	2 - Fair	1 - Poor
Commendations / Suggestions / Recommendations:				

d. Volunteer Engagement

Indicators	Best Practices	Specifics (Number/Amount)	Recommendation
Number of Brigada Eskwela Volunteers from the following groups working on the school			



Address: P2 Brgy. Hamorawon, Calbayog City, Samar

Email Address: calbayogcity@deped.gov.ph

Website: <https://calbayogcity.deped.gov.ph>

Department of Education
Region VIII-Eastern Visayas
Schools Division of Calbayog City

<i>(Please enumerate)</i>			
Donations received for Brigada Eskwela / Resources Generated			
<i>(Please specify)</i>			
Relationships in the Community			
<i>(Please describe)</i>			

Schools Division Office Representative

Full Name: _____

Office: _____

Full Name: _____

Office: _____

ANNEX C

List of Personnel

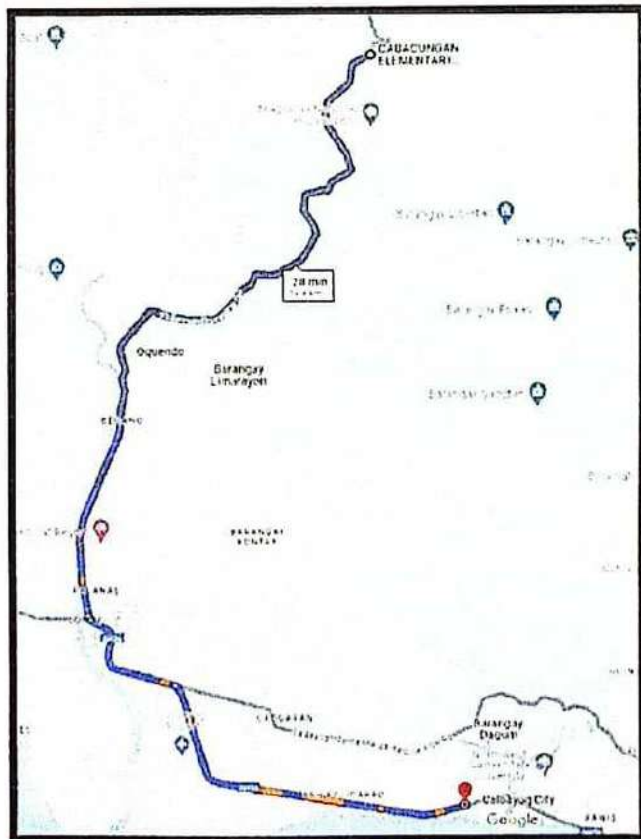
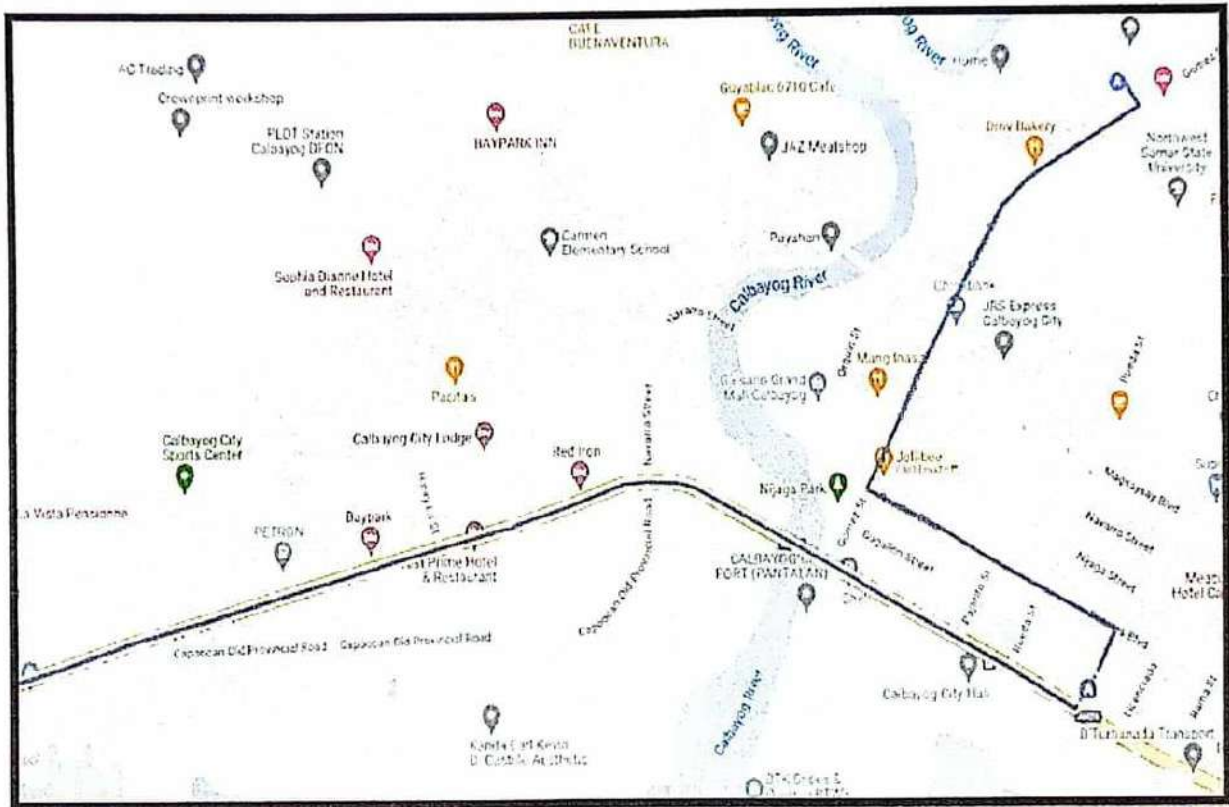
Office of the Schools Division Superintendent - OSDS		
1	Cadayona, Margarito, Jr. A.	OIC-Schools Division Superintendent
2	Dulfo, Jun-Nilou D.	OIC-Assistant Schools Division Superintendent
3	Notarte, Godfrey	SDS Staff/Driver
4	Palma, Fritz A.	Utility Worker
Legal		
5	Salurio, Maria Catherine	Legal Officer III
ICT		
6	Ballon, Gary H.	IT Officer I
7	Ortega, Drixel Idol R.	Administrative Assistant III
Budget		
8	Ventures, Sunshine Marjorie E.	Administrative Officer V (Budget Officer)
Administrative Services		
9	Pagunsan, Grace S.	Administrative Officer V
Personnel		
10	Campillo, Jennifer M.	Administrative Officer II/OIC-HR
Records		
11	Antonio, Maria Angela B.	Administrative Officer IV (Record)
Supply		
12	Nabual, Gennerson T.	Administrative Assistant II/OIC-Supply
Cashier		
13	Candaza, Suzette P.	Administrative Officer IV (Cashier)
General Services		
14	Pagunsan, Rio Francis A.	Driver
15	Jumaday, Gerald B.	Utility Worker
16	Cabonegro, Jayson L.	Utility Worker
Finance Services		
17	Lacaba, Sheryll Ann Marie G.	Accountant III
18	Cagomoc, Renato S.	Chief EPS
19	Cano, Ricky S.	Educ. Prog. Supervisor I - ALS
20	Garcia, Mercedita S.	Educ. Prog. Supervisor I - MAPEH
21	Jaraba, Arnold M.	Educ. Prog. Supervisor I - TLE
22	Lim, Joshua Sherwin T.	Educ. Prog. Supervisor I - Mathematics
23	Matan, Lourdes L.	Educ. Prog. Supervisor I - Filipino
24	Purcia, Erwin L.	Educ. Prog. Supervisor I - English
25	Bello, Nelson R.	Educ. Prog. Supervisor I - Values
26	Saldana, Joy B.	Educ. Prog. Supervisor I - Science
27	Sagayap, Noel E.	Educ. Prog. Supervisor I - LRMDs
28	Sumbise, Geraldine P.	Master Teacher 2 (ADM Coordinator)
29	Aboganda, Rina M.	Educ. Prog. Specialist II
30	Longcop, Beverly C.	Librarian II
31	Ortiz, Lilibeth G.	Project Development Officer II
32	Tabaranza, Julius	CID Staff, Driver
Public Schools District Supervisors		

Department of Education
Region VIII-Eastern Visayas
Schools Division of Calbayog City

33	Capetillo, Nora G.	PSDS - Calbayog 1
34	Simon, Ma. Teresa S.	PSDS - Calbayog 2
35	Yangzon, Anabelle O.	PSDS - Calbayog 3
36	Abon, Jose O.	PSDS - Calbayog 4
37	Bernales, Reynaldo T.	PSDS - Calbayog 5
38	Villa, Teresa D.	PSDS - Calbayog 6
39	Castante, Noemi S.	District In-Charge, Oquendo 1
40	Merales, Benedicto M.	PSDS - Oquendo 2
41	Moreno, Ma. Gina U.	District In-Charge, Oquendo 3
42	Caber, Alma R.	PSDS - Tinambacan 1
43	Ongcal, Elbert G.	PSDS - Tinambacan 2
44	Siozon, Ester A.	Tinambacan 3
45	Tupa, Avelina P.	OIC-SGOD Chief
46	Tahil, Marilyn S.	Education Program Supervisor I
47	De La Cruz, Angelo V.	SGOD STAFF
Social Mobilization & Networking		
48	Carren Meryl A. Cabadsan	Senior Education Program Specialist
49	Doroja, Eric R.	Project Development Officer II (DRRM)
50	Balza, Sharon D.	Education Program Specialist II-SocMob
51	Advincula, Marian C.	PDO I (Youth Formation Coordinator)
52	Portura, Joana Lou V.	PDO I (Youth Formation Coordinator)
School Management, Monitoring & Evaluation		
53	Billate, Oscar D. Jr.	Senior Education Program Specialist
54	Bachar, Asther E.	Education Program Specialist II - SMME
Human Resource Development		
55	Senolos, Marita P.	Senior Education Program Specialist
56	Rivera, Rosalia M.	Education Program Specialist II - HRTD
57	Pontillano, Jeralyn G.	HRD Staff
Planning and Research		
58	Panela, Galina V.	Senior Education Program Specialist
59	Mendoza, Ma. Marlie M.	Planning Officer III
60	Abaigar, Joemar D.	PRS Staff
Physical Facilities		
61	De Veyra, Jordan B.	Engineer III
62	Montances, Lyrian L.	Engineer II
63	Termo, Melvin S.	Physical Facilities Staff
Health and Nutrition		
64	Catalan, Arlene C.	Medical Officer III
65	Queroljico, Susana S.	Dentist II
66	Panoy, Simeon M.	Dentist II
67	Ortiz, Ma, Bella B.	Nurse II
68	Lapara, Patria G.	Nurse II
69	Señora, Ma. Benjie B.	Nurse II
70	Monteron, Sophia C.	Nurse II
71	Nuevo, Adrian Marie C.	Nurse II
72	Dollado, Nikki Ivy S.	Nurse I
73	Abarro, Roger Q.	Dental Aide
74	Camilon, Ken S.	Dental Aide
School Heads		

Department of Education
Region VIII-Eastern Visayas
Schools Division of Calbayog City

ANNEX D



Address: P2 Brgy. Hamorawon, Calbayog City, Samar
Email Address: calbayogcity@deped.gov.ph

Website: <https://calbayogcity.deped.gov.ph>