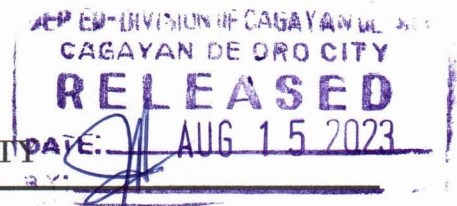




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

14 August 2023

DIVISION MEMORANDUM

No. 389 s.2023

2023 BRIGADA ESKWELA GUIDELINES AND COMPOSITION OF THE
MONITORING TEAM

To: Assistant Schools Division Superintendent
Chief Supervisors
Public School District Supervisors
Education Program Supervisors
CID and SGOD Personnel
School Heads
All Others Concerned

1. As regards DepEd Order 021 S. 2023 titled Brigada Eskwela Implementing Guidelines, which articulates the conduct of daily monitoring and evaluation of the school's BE implementation in coordination with the Public School District Supervisors, this Office creates the BE Monitoring team that will monitor the week-long activity from August 15-19, 2023.
2. In adherence to the DepEd issuance, all schools are required to accomplish the school's Brigada Eskwela Report through the DepED Partnerships Database System (DPDS), which will be verified and monitored by the assigned monitoring teams.
3. Other projects and activities completed with the help of stakeholders and partners outside the Brigada Eskwela week shall be reported through the DPDS.
4. The school heads 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. 082, s. 2021.
5. See *Enclosure 1* for the Composition of the BE Monitoring Team and *Enclosure 2* for the BE Monitoring checklist, for reference.
6. This Office directs the immediate and wide dissemination of this Memorandum.

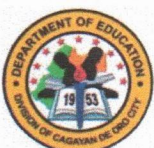

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: as stated

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

Brigada Eskwela Partnerships

JTL / DM - Brigada Eskwela Guidelines and Composition of BE Monitoring Team
August 14, 2023



Address: Fr. William F. Masterson Avenue, Upper Balulang, Cagayan de Oro City
Telephone: (08822) – 8550048

ENCLOSURE 1 - BRIGADA ESKWELA MONITORING TEAM

Date: August 15-18 2023

TEAM COMPOSITION	TEAM COMPOSITION
OVERALL MONITORING CHAIRPERSONS ROSALIO R. VITORILLO SGOD Chief Supervisor JEAN S. MACASERO OIC- CID Chief Supervisor	
EAST 1- PSDS PARAIDA D. ORANGOT EAST 2- PSDS MILAGROS P. RECAMADAS Romeo B. Aclo Helen Lucman Roy H. Lumban January Gay Valenzona	
CENTRAL DISTRICT- PSDS ANITA M. GOCHUCO SOUTH DISTRICT - PSDS JINKY M. ARNEJO Sylvio Carciller Joel D. Potane AisaT. Badana, Gerly Eluna	
WEST 2- PSDS SHIRLEY A. MERIDA WEST I-PSDS MARGIE G. ANDRADE Ray Maghuyop Jean T. Loquillano Derrold Marl Aves Ryan Q. Blanco	
NORTH 2- PSDS CYNTHIA V. YANEZ NORTH 1- PSDS MARIFE A. RAMOS John Mingo Janry Colonia Eleanor Rollan Jairus Gochuco	
SW1 & SW2 PSDS ANGELITO U. FELISILDA/ MARCELO MABALOS Engr. Ely Mamaclay Engr. Ariel Aranez Alrose Veloz	

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2023 BRIGADA ESKWELA MONITORING CHECKLIST

School: _____

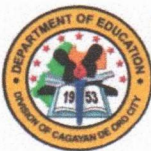
Date: _____

School Head: _____

District: _____

Please check **YES** column if the statement provided below is manifested during the monitoring, and check **NO** if it does not demonstrate. You may provide additional details/observation under **REMARKS** column.

		YES	NO	REMARKS
A.	School Maintenance and Repair Activities			
1	Physical cleaning and landscaping			
2	Painting/repainting			
3	Minor repairs (roofs, gutter, ceiling, walls, chairs, doors, lighting, water facilities, drainage, etc.)			
B.	BE Partnership Engagement Activities			
1.	Coordinate with the LGUs or other non-government organizations (NGOs) and volunteers for intensive clean up and sanitation drive.			
2.	Include the partnership for Wash in Schools (WinS) and Disaster Preparedness in their Brigada Eskwela Work Plan.			
C.	Brigada Pagbasa in the context of partnerships			
1	Conducted inventory of school reading program			
2	Identify reading gaps and struggling readers (K1 to Grades 1-3)			
3	Design Brigada Pagbasa (BP) for the identified numbers of struggling readers(K1,G1-G3) in the context of partnerships			
4	Gather support from various stakeholders in the conduct of Brigada Pagbasa			
D.	WASH in Schools (WINS)			
1	Availability of clean water supply including potable water			
2	Clean and functional toilets that have privacy, proper ventilation, and are visible, safe and accessible.			
3	Availability of handwashing facility with water and soap and enforcement of daily hygiene practices.			
4	Provision to gender-segregated and functional toilets			
5	Provision of water supply, through connection with barangay water networks, construction of water pumping system, and/or installation of rainwater catchments;			
6	Repair and improvement of existing toilets, including desludging, to ensure functionality.			
7	Construction/improvement of individual and group handwashing facilities;			
8	Improvement of drainages, cleaning of roof gutters, and elimination of stagnant water;			

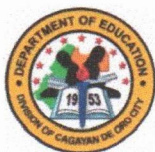


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9	Improvement of solid waste management, including the provision of garbage bins for waste segregation, compost pits and material recovery facilities and/or securing local garbage collection services			
E	SAFE LEARNING FACILITIES			
1	Facilitate the assessment of school building structure and electrical wiring and make necessary repairs and/or upgrades .			
2	Install fire suppression, including fire extinguishers, water source and relevant indigenous materials.			
3	Ensure that corridors and pathways are unobstructed and that all sharp, protruding objects which may cause harm to learners are removed			
4	Clean and clear drainage to prevent clogging. Cover drainage canals and provide necessary warnings.			
5	Cordon off and post safety signage for on-going construction, unfinished, damaged and condemned buildings.			
6	Secure cabinets and drawers and ensure that heavy objects are below head level.			
7	Post safety measures to be observed in laboratories, workshops, and other facilities requiring the same			
8	Prepare an evacuation/exit plan and post directional signage on every floor of the building.			
9	Identify evacuation areas and classrooms that may be used as temporary shelters during disasters and emergencies.			
10	Prune trees to avoid entanglement from electrical wirings and avoid potential harm to life and property.			

Names of Monitor:



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