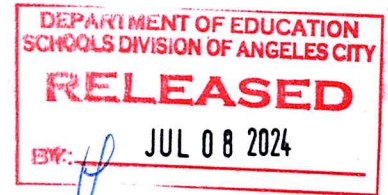




Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF ANGELES CITY



08 Jul 2024


**DIVISION MEMORANDUM**

No. **255**, s. 2024

**VIRTUAL COORDINATION MEETING ON THE 2024 BRIGADA ESKWELA ACTIVITY**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Public Schools District Supervisors  
Heads of Public Elementary, Secondary and Integrated Schools  
All Others Concerned

1. Pursuant to Regional Memorandum No. 474, s. 2024, the School Governance and Operations Division (SGOD), through the Social Mobilization and Networking (SMN) Unit will conduct a **Virtual Coordination Meeting on the 2024 Brigada Eskwela Activity** on **July 16, 2024**, at **3:00 p.m. – 5:00 p.m.** via **MS Teams** through this link: <https://bit.ly/BE-Activity-Orientation>.
2. The virtual orientation aims to:
  - a. discuss the content of R.M. No. 474, s. 2024
  - b. reiterate the submission of daily consolidated BE generated resources
  - c. explain the criteria for Best MATATAG School in Partnership Collaboration and Engagement
3. The participants are the School Brigada Eskwela/Adopt-a-School Coordinators.
4. Immediate dissemination of and compliance with this Memorandum is earnestly desired.

  
**ENGR. EDGARD C. DOMINGO, PhD, CESO V**  
Schools Division Superintendent *wa*

Encl.: R.M. No. 474, s. 2024  
Reference: As stated  
To be indicated in the Perpetual Index  
under the following subject:

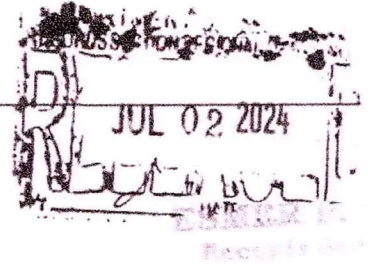
BRIGADA ESKWELA MEETINGS

RSG/SMN/July 8, 2024





Republic of the Philippines  
**Department of Education**  
 REGION III-CENTRAL LUZON



**REGIONAL MEMORANDUM**

No. 474, s. 2024

**2024 BRIGADA ESKWELA ACTIVITY**

To : Schools Division Superintendents  
 Chief, School Governance & Operations Division (SGOD)  
 Division Partnership Focal Persons  
 All Others Concerned

- Pursuant to DepEd Order No. 21, s. 2023 titled Brigada Eskwela Implementing Guidelines.
- Brigada Eskwela (BE) is a nationwide school maintenance program that engages all education stakeholders to contribute their valuable time, efforts and resources in ensuring that public schools are all set for the opening of classes on July 29, 2024.
- The 2024 Brigada Eskwela shall commence on July 22-27, 2024. This year's Brigada Eskwela theme is "**Bayanihan para sa MATATAG na Paaralan**" which will highlight the spirit of volunteerism of local communities, parents, alumni, civic groups, local and international businesses/corporations, national government agencies, non-government agencies, private individuals, teachers and learners to do minor to medium repairs, cleaning and maintenance work in classrooms and within the school area.
- The National Brigada Eskwela Kick-Off will be on July 17, 2024 hosted by Region VII through Carmen National High School, National Highway Cogon East Carmen, Cebu and will be streamed live via DepEd Philippines official Facebook page while, the Regional Brigada Eskwela Kick-Off shall be on July 22, 2024 at 9:00 am to be hosted by Schools Division Office of Bulacan through Lydia D. Villangca Trade School, San Rafael, Bulacan and will be broadcast live via DepEd Region III official Facebook page. Schools Division Offices are encouraged to simultaneously conduct their own BE Kick-Off ceremony along with Regional BE Kick-Off. Thereafter, schools may launch their own BE Kick-Off ceremony after the Region/Division BE Kick-Off ceremony.
- Schedule of Regional Brigada Eskwela Activities.

| Activity  | Schedule   |
|---|--|
| Submission of daily consolidated BE generated resources from July 22-27, 2024 | July 22-27, 2024-Daily at 5:00 pm<br><a href="https://tinyurl.com/BE-Week-CGR">https://tinyurl.com/BE-Week-CGR</a> |



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|  |   |
|--|---|
| Submission of consolidated report on the 2024 BE Implementation Week and Monitored Schools using the 2024 BE Monitoring Checklist  | August 9, 2024<br><a href="https://tinyurl.com/BE-week-report-MClist">https://tinyurl.com/BE-week-report-MClist</a>                     |
| Submission of Consolidated Accomplishment Report of the 2024 BE Implementation   | September 30, 2024<br><a href="https://tinyurl.com/2024-BE-Accomplishment-Report">https://tinyurl.com/2024-BE-Accomplishment-Report</a> |
| <p>Gawad Katig Cum Best MATATAG School in Partnership Collaboration and Engagement Awards</p> <ul style="list-style-type: none"> <li>• Submission of Gawad Katig Awardees (1 individual awardee and 1 awardee either institutional, corporation, company, association which made a significant impact, commitment and support in achieving MATATAG agenda through Adopt-A-School Program)<br/><a href="https://tinyurl.com/2024-Katig-Awardees">https://tinyurl.com/2024-Katig-Awardees</a></li> <li>• Submission of Best MATATAG School in Partnership Collaboration and Engagement<br/><a href="https://tinyurl.com/Best-MATATAG-awardee">https://tinyurl.com/Best-MATATAG-awardee</a></li> </ul> <p><i>Note: Deadline of submission is on October 11, 2024.</i></p> | <p>November 27, 2024<br/>         Awarding Ceremony</p>   |

6. In line with the MATATAG framework, the Brigada Ekwela Program is one of the mechanisms of the Department to MAKE the curriculum relevant to produce job-ready, active, and responsible citizens; TAKE steps to accelerate the delivery of basic education services and provision facilities; Take good care of learners by promoting learner well-being, inclusiveness learning, and positive learning environment; and Give support for teachers to teach better through the active participation of all stakeholders in achieving quality and accessible education for all.

7. To highlight the partnership collaboration and engagement of schools through the Adopt-A-School Program (ASP), this Office shall recognize the meritorious partnership collaboration and engagement of schools in support of the MATATAG



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agenda. Further, the Schools Division Offices (SDOs) through the Division Partnership Focal Persons shall submit one (1) awardee per category in both levels.

7.1 Category for Best MATAG School in Partnership Collaboration and Engagement.

| <b>Elementary Level</b> |                           |
|-------------------------|---------------------------|
| <b>Category</b>         | <b>Number of Teachers</b> |
| Small School            | 9 and below               |
| Medium School           | 10-29                     |
| Large School            | 30-50                     |
| Mega School             | 51 and above              |
| <b>Secondary Level</b>  |                           |
| Small School            | 15 and below              |
| Medium School           | 16-30                     |
| Large School            | 31-50                     |
| Mega School             | 51 and above              |

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

8. The table shows the general criteria in selecting awardees for BEST MATATAG SCHOOL in Partnership Collaboration and Engagement. Provided that each SDO has different sources of potential individual and industry/association/corporation education partners, thus, the SDOs are encouraged to devise their own criteria in line with the general criteria in selecting their awardees. The deadline of submission of the awardees is on or before October 11, 2024 using the attached template.

8.1 General Criteria for **BEST MATATAG SCHOOL in Partnership Collaboration and Engagement.**

| <b>Criteria</b>  | <b>Percentage</b> |
|--|-------------------|
| <b>MA</b> ke the curriculum relevant to produce competent and job-ready, active, and responsible citizens                    | 25%               |
| <b>TA</b> ke steps to accelerate delivery of basic education facilities and services   | 25%               |
| <b>TA</b> ke good care of learners by promoting learner well-being, inclusive education, and a positive learning environment | 25%               |
| <b>Gi</b> ve support to teachers to teach better   | 25%               |
| <b>Total</b>   | <b>100%</b>       |



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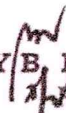
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9. The Best MATATAG School in Partnership Collaboration and Engagement shall focus on Adopt-A-School Program (ASP) and partnership initiative and engagement of the schools that complement with each component of the MATATAG agenda of the Department.
10. Travel, material expenses, and other incidental expenses incurred by the participants relative to the conduct of the activity shall be charged against the downloaded PSF for building partnership and linkages and/or local funds available subject to usual government accounting and auditing rules and regulations.
11. For queries and clarifications, you may directly coordinate to Dr. Ginno Jhep A. Pacquing, Regional Partnership Focal Person at email address: [ginnojhep.pacquing@deped.gov.ph](mailto:ginnojhep.pacquing@deped.gov.ph).
12. For information and compliance.

  
**MAY B. ECLAR, PhD, CESO III**  
Regional Director

Encl.: As stated  
References: Indicated in the guidelines  
To be indicated in the Perpetual Index  
under the following subjects:

2024 BRIGADA ESKWELA  
BEST MATATAG SCHOOL  
ESSD1/spp1  
July 01, 2024



To send feedback  
regarding any of  
our services,  
kindly scan the  
QR Code.



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**Best MATATAG School  
in Partnership Collaboration and Engagement  
Awardee Form**

Division: \_\_\_\_\_

| Elementary Level       | School | School Head |
|------------------------|--------|-------------|
| <b>Category</b>        |        |             |
| Small School           |        |             |
| Medium School          |        |             |
| Large School           |        |             |
| Mega School            |        |             |
| <b>Secondary Level</b> |        |             |
| <b>Category</b>        |        |             |
| Small School           |        |             |
| Medium School          |        |             |
| Large School           |        |             |
| Mega School            |        |             |

Prepared by:

\_\_\_\_\_  
Division Partnership Focal Person

Noted:

\_\_\_\_\_  
Chief, SGOD

Approved:

\_\_\_\_\_  
Schools Division Superintendent



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**2024 BRIGADA ESKWELA MONITORING CHECKLIST**

|                      |                   |
|----------------------|-------------------|
| REGION:              | DIVISION:         |
| NAME OF SCHOOL:      | SCHOOL ID:        |
| NAME OF SCHOOL HEAD: | No. of Enrolment: |
|                      | No of Teachers:   |

Part I Implementation

(Instructions: Please mark the appropriate column. Be objective as possible.)

**A. Pre-Implementation Stage**

| INDICATOR   | OBSERVABLE<br>(Check One) |                    | REMARKS<br><br>If Unsatisfactory, (Please describe) | Recommendation /<br>Mode of Verifications/<br>Document Submitted |
|---|---------------------------|--------------------|---|--|
|   | Satisfactor<br>y          | Unsatisfactor<br>y |   |  |
| Conducted assessment on the physical facilities and maintenance needs of the school |                           |                    |   |  |
| • Classroom   |                           |                    |   |  |
| • Furniture   |                           |                    |   |  |
| • School grounds  |                           |                    |   |  |
| • Toilet  |                           |                    |   |  |
| • Others:<br>(Please specify)   |                           |                    |   |  |
| Compliance with the absolute prohibition on solicitation                            |                           |                    |   |  |
| • Engagemen<br>t letter to<br>partners  |                           |                    |   |  |
| • Brigada<br>Eskwela<br>partners<br>proposal  |                           |                    |   |  |



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|  |  |  |  |  |
|--|--|--|--|--|
| <ul style="list-style-type: none"> <li>Others:<br/>Please specify</li> </ul> |  |  |  |  |
|--|--|--|--|--|

| INDICATOR   | OBSERVABLE<br>(Check One) |                | REMARKS<br><br>If Unsatisfactory, describe the problem | Recommendation<br>/<br>Mode of Verifications/<br>Assessment tool |
|---|---------------------------|----------------|--|--|
|   | Satisfactory              | Unsatisfactory |  |  |
| 1. Activities for the Brigada Eskwela Working Committee   |                           |                |  |  |
| <ul style="list-style-type: none"> <li>Public Awareness campaign</li> </ul>                               |                           |                |  |  |
| <ul style="list-style-type: none"> <li>Establishment of Partnerships for Resource Mobilization</li> </ul> |                           |                |  |  |
| <ul style="list-style-type: none"> <li>Handling of Administrative and Financial Matters</li> </ul>        |                           |                |  |  |
| <ul style="list-style-type: none"> <li>Documentation</li> </ul>   |                           |                |  |  |

**B. Implementation Stage** (Please check yes or no)

|    | Indicator  | Visible |    | Best Practices | Recommendations |
|----|--|---------|----|----------------|-----------------|
|    |  | Yes     | No |                |                 |
| 1. | Maintenance of Clean School:   |         |    |                |                 |
|    | <ul style="list-style-type: none"> <li>Zero litters</li> </ul>   |         |    |                |                 |
|    | <ul style="list-style-type: none"> <li>Clutter-free (everything is well-ordered, arranged, and organized)</li> </ul>             |         |    |                |                 |
|    | <ul style="list-style-type: none"> <li>Spill-free (absence of spill water or liquids on floors, tablets, walls, etc.)</li> </ul> |         |    |                |                 |



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|  |   |  |  |  |  |
|--|---|--|--|--|--|
|  | <ul style="list-style-type: none"> <li>• Soil/Dust-free floorings and walls (absence of soil particles and mud)</li> </ul>                        |  |  |  |  |
|  | <ul style="list-style-type: none"> <li>• Zero garbage placed outside (hallways, school perimeter, school buildings, gym)</li> </ul>               |  |  |  |  |
|  | <ul style="list-style-type: none"> <li>• Zero illegal postings (walls, posts, trees, etc.)</li> </ul>   |  |  |  |  |
|  | <ul style="list-style-type: none"> <li>• Waste segregation compliance (no mixed waste)</li> </ul>   |  |  |  |  |
|  | <ul style="list-style-type: none"> <li>• Absence of vandalism</li> </ul>  |  |  |  |  |
|  | <ul style="list-style-type: none"> <li>• Presence of activity in preventing pollution, minimizing waste and caring for the environment</li> </ul> |  |  |  |  |

*Part II. Volunteer Engagement*

|    | <b>INDICATORS</b>  | <b>Best Practices</b> | <b>Specifics<br/>(Number/Amount)</b> | <b>Recommendation</b> |
|----|--|-----------------------|--------------------------------------|-----------------------|
| 5. | Number of Brigada Eskwela volunteers from the following groups working on the school.<br><br><i>(Please enumerate)</i> |                       |                                      |                       |
| 6. | Donations recieved for Brigada Eskwela/Resources Generated<br><br><i>(Please specify)</i>                              |                       |                                      |                       |
| 7. | Relationships in the commnuity:<br><br><i>(Describe)</i>   |                       |                                      |                       |

*Part III. Overall Assessment*



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|    |   |                                      |                                 |                         |                         |
|----|---|--------------------------------------|---------------------------------|-------------------------|-------------------------|
| 5. | How would you rate the overall implementation of Brigada Eskwela in the school? |                                      |                                 |                         |                         |
|    | <b>5</b><br><i>Outstanding</i>  | <b>4</b><br><i>Very Satisfactory</i> | <b>3</b><br><i>Satisfactory</i> | <b>2</b><br><i>Fair</i> | <b>1</b><br><i>Poor</i> |
| 6. | How would you rate the spirit of volunteerism in the school?                    |                                      |                                 |                         |                         |
|    | <b>5</b><br><i>Outstanding</i>  | <b>4</b><br><i>Very Satisfactory</i> | <b>3</b><br><i>Satisfactory</i> | <b>2</b><br><i>Fair</i> | <b>1</b><br><i>Poor</i> |
| 7. | Commendations/Suggestions/Recommendations:                                      |                                      |                                 |                         |                         |

DepEd Regional Office \_\_\_\_\_  
 Assessed by:  
 Full Name: \_\_\_\_\_  
 Office: \_\_\_\_\_

Schools Division Office Representative  
 Full Name: \_\_\_\_\_  
 Office: \_\_\_\_\_

Full Name: \_\_\_\_\_  
 Office: \_\_\_\_\_

Full Name: \_\_\_\_\_  
 Office: \_\_\_\_\_



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