



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BENGUET
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Division Memorandum
Number 109 s.2018

May 21, 2018

TO: PSDS, Coordinating Principals
Public Elementary and Secondary School Heads,
Teachers and School Personnel, all others concerned

MAY 24 2018

FROM: 
MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent

SUBJECT: 2018 SEARCH FOR THE BEST BRIGADA ESKWELA IMPLEMENTING SCHOOL¹

1. Pursuant to DepEd Memorandum No. 066, series of 2018, the Schools Division of Benguet encourages all public elementary and secondary schools to ensure effective implementation of Brigada Eskwela and ensure involvements of the community and stakeholders.
2. All public elementary and secondary schools are considered entries in the District-wide search for Best Brigada Eskwela Implementing school. The winners per district shall in turn be the official entries for the Division Selection and deliberation of Brigada Eskwela Awards.
3. Attached herein as Enclosure No.1 reflects the set of criteria for selection, categories per elementary and secondary level and other details for the Brigada Eskwela Best Implementing Schools for the consideration of all concerned.
4. School Heads shall take the lead role in planning the activities geared on making schools ecologically conscious, resilient, clean, and conducive to learning. Attached as Enclosure No. 2 herein expresses the Reminders for School Heads in the Implementation of 2018 Brigada Eskwela.
5. Individuals or groups from the national government agencies (NGAs), local government units (LGUs), private sector, international organizations and other parties, who or which are interested to help the schools and other volunteers may coordinate with the Social Mobilization and Networking Section under the School Governance and Operations Division in the SDO or directly to the public schools in Benguet.
6. 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 credit entitlement. ²
7. Immediate and wide dissemination of this Memorandum is desired.

¹ DepEd Memorandum No.066, s.2018; 2018 Brigada Eskwela Implementing Guidelines

² DepED Order No. 53, s.2003; Updated Guidelines on Grant of Vacation Service Credits to Teachers

Brigada Eskwela Best Implementing Schools Award

To give due recognition to schools whose efforts in the implementation of the Brigada Eskwela Program are exemplary, the Department of Education (DepEd) shall be awarding the **Brigada Eskwela Best Implementing Schools** in the following categories:

Elementary Level

Category	Number of Teachers (National)	Number of Teachers (NCR)
Small School	9 and below	40 and below
Medium School	10 – 29	41-80
Large School	30-50	81-120
Mega School	51 and above	121 and above

Secondary Level

Category	Number of Teachers (National)	Number of Teachers (NCR)
Small School	9 and below	40 and below
Medium School	10 – 25	41-80
Large School	26-50	81-120
Mega School	51 and above	121 and above

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

Hall of Fame Awards shall be given to schools which were awarded as Best Implementing Schools for three consecutive years.

The selection of the Brigada Eskwela Best Implementing Schools shall be evaluated in accordance with the following criteria:

Criteria of Selection**1. Scope of Work – 35%**

Scope of work is based on the school BE plan and physical facilities repair and maintenance needs assessment such as Repair Works, Maintenance Works, New Improvements and Beautification/Landscaping/Learners Kiosk Installation that are identified/included in the School Annual Implementation Plan. The computation is based on the percentage of work completed multiplied by 35%.

2. Diverse Volunteer Participation – 25%

The diversity of participation shall consider the group affiliation of volunteers with the following percentage assignment:

a. Parent volunteers – 15%

The computation is based on the number of parent volunteer turn-out over the targeted number of volunteer multiplied by 15%.

The target parent volunteer participation is computed based on the number of enrolment multiplied by the agreed percentage up to 200%.

b. Other volunteers = 10%

Target representative per group is 5 volunteers per entity to get 2 points, below 5 shall be given 1 point then multiplied by 100%.

NGAs and other government organization and public corporations	LGUs (Brgy/Mun/Prov)	Community Involvement including NGOs and Professional Associations	Private Sector Involvement including Corporate Foundations and Private Schools	Pupil/Student Organization (SSG/SPG) and Alumni Associations
2	2	2	2	2

3. Generated Resources- 15%

The percentage of completion (Program of Works) x 15%

Elementary Level

Category	Number of Teachers (National)	Resource Generated	Number of Teachers (NCR)	Resource Generated
Small School	9 and below	99,999 and below	40 and below	399,999 and below
Medium School	10 – 29	100,000 – 299,999	41-80	400,000 – 799,999
Large School	30-50	300,000 – 499,999	81-120	800,000 – 1,199,999
Mega School	51 and above	500,000 and above	121 and above	1,200,000 and above

Secondary Level

Category	Number of Teachers (National)	Resource Generated	Number of Teachers (NCR)	Resource Generated
Small School	9 and below	99,999 and below	40 and below	399,999 and below
Medium School	10 – 25	100,000 – 299,999	41-80	400,000 – 799,999
Large School	26-50	300,000 – 999,999	81-120	800,000 – 1,199,999
Mega School	51 and above	1,000,000 and above	121 and above	1,200,000 and above

The amount of resources generated shall include all donations-in-kind and equivalent amount of materials used for the scope of work accomplished during the Brigada Eskwela week and the equivalent amount of volunteer man-hour. It shall also include all resources accepted after the steering and working committees were formed and commence to execute their functions as early as January 2018.

4. Alignment to Brigada Eskwela Theme - 10%

The evaluation shall consider the alignment of the program implementation to the theme and the WASH in Schools at 5%.

The evaluation shall consider the School Safety and Preparedness Guide- 21 points, computed as $\text{points meet}/21 \times 5\%$.

5. Creativity and Innovation -10%

Evaluated based on the presence of value added projects: eg. Medical and dental mission, provision of school supplies and uniform, Awareness/literacy campaigns, Special Services, among others.

6. Increment of Resources and Volunteers – 5%

Determined based on the percentage of the increase of the current performance compared with the previous/last Brigada Eskwela accomplishments.

**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".

STAKEHOLDER ENGAGEMENT STRATEGY

Introduction

The occurrence of disasters affected school operations to the point of depriving our students access to quality education. While we have improved our classroom standards, strengthened our coordination with partners for disaster response and capacity building, and established the Disaster Risk Reduction Management (DRRM) Service, there is a need to heighten support for school level implementation of disaster risk reduction.

Disaster preparedness of schools is an important factor to achieve resilience in our communities. DepEd, through 2018 *Brigada Eskwela*, seeks to mainstream disaster preparedness principles in readying schools for the opening of classes. More than the usual menu of provisions for schools such as putting up of fences, painting, roofing, among others, DepEd will provide a list of preparedness measures that partners could support in various capacities.

Our aim is to engage all education stakeholders, which would include the following:

- Local Government Units (LGUs) from provincial to barangay levels
- Private Partners
- Academe
- Civil Society Organizations
- Private Corporations
- Individual Volunteers

Our partners could assist DepEd in the following areas:

- Support implementation of school preparedness and safety measures
- Provision of emergency kits and education supplies for teachers and students
- Information, Education, Communication of DRRM

The matrix below provides specific steps that target partners could take for their active engagement during the *Brigada Eskwela* week.

How to Engage the Stakeholders/ What Each Stakeholder Can Do

Stakeholders	Nature of Engagement
EXTERNAL	
Provincial Government Units	a. Coordinate with DepEd Division Offices b. Secure a copy of the school preparedness checklist c. Convene Local School Board (LSB) to identify possible support in school preparedness

	<ul style="list-style-type: none"> d. Mobilize local support through the business sector, philanthropies, academe and local organization to assist schools' preparations for class opening
Municipal/City Government Units	<ul style="list-style-type: none"> a. Coordinate with DepEd Division/District Offices b. Secure a copy of the school preparedness checklist c. Convene LSB to identify possible support on school preparedness d. Mobilize local support through the business sectors, philanthropies, academe and local organization to assist schools' preparations for class opening e. If available, include schools in the early warning system implemented in the locality
Barangay Government Units	<ul style="list-style-type: none"> a. Coordinate with nearby elementary and/or secondary school b. Participate in school preparatory meetings for Brigada Eskwela c. Mobilize local assistance to support school preparedness strategies d. Secure a copy of the school preparedness checklist e. Support the school preparedness strategies f. Assist schools in establishing an early warning system
Private Partners	<ul style="list-style-type: none"> a. Coordinate with DepEd Division or District or School b. Secure a copy of the school preparedness checklist c. Provision of Emergency kits/bags for students, teachers and schools, teacher's kit, learner's kit d. Provision of advocacy/information materials for schools e. Support the school preparedness strategies
Local CSOs and Volunteers	<ul style="list-style-type: none"> a. Coordinate with target elementary and/or secondary schools b. Secure a copy of the school preparedness checklist c. Signify interest to assist school during preparation for class opening d. Participate in school preparatory meetings for Brigada Eskwela

Kits' Menu

School Provision	Minimum contents
a. Emergency Kits/bags for Students	<ul style="list-style-type: none"> ✓ Whistle ✓ Tips/handy reference
b. Learner's Kit	<ul style="list-style-type: none"> ✓ Notebook (50 leaves) ✓ Pad Paper ✓ Pencil ✓ Ball pen ✓ Crayon ✓ Ruler ✓ Small Scissors ✓ Pencil Sharpener ✓ Paste ✓ Bag
c. Emergency Kit for School	<ul style="list-style-type: none"> ✓ First Aid Kit ✓ Contact numbers for emergencies ✓ Stretcher ✓ Flashlights/batteries ✓ Radio/batteries ✓ Bell/warning device ✓ Whistle ✓ Transistor Radio ✓ Electrical Tape ✓ Rope
d. First Aid Kit	<ul style="list-style-type: none"> ✓ Burn Ointment ✓ Povidone-iodine (e.g. Betadine) ✓ Adhesive Bondage (e.g. Band-Aid) ✓ Bandage ✓ Gauze ✓ Plaster Tape ✓ Alcohol ✓ Hydrogen Peroxide/Agua Oxigenada ✓ Bottled water ✓ Gloves ✓ Cotton
e. Teacher's Kit	<ul style="list-style-type: none"> ✓ Manila paper ✓ Bond paper long (cactus) ✓ Pair of Scissors ✓ Cartolina ✓ Pilot pen (black and red) ✓ Pentel pen (black and blue) ✓ Bag ✓ Ruler (12 inches) ✓ Pencil Sharpener