



Republic of the Philippines  
**Department of Education**  
**Schools Division of Benguet**

DepEd-Benguet Division  
 Y DEC 26 2025  
 RELEASED

December 22, 2025

**DIVISION MEMORANDUM**

No. 617 s. 2025

**ADDENDUM TO SDO MEMO NO. 608, s. 2025**

**Additional Implementing Guidelines and Specifications for the Search for the Best Brigada Eskwela Implementing Schools**

**TO:** Chief Education Supervisor, CID, and SGOD  
 Public Schools District Supervisors, Coordinating Principals  
 Public Elementary and Secondary School Heads  
 School Stakeholders and All Others Concerned

1. This Addendum serves as an official supplement to SDO Memorandum No. 608, s. 2025, providing detailed Implementing Guidelines and Specifications for the Search for the Best Brigada Eskwela Implementing Schools SY 2025-2026 (**See attachment**). It clarifies timelines, submission procedures, evaluation flow, school categories, and award mechanisms, ensuring uniformity and fairness in the selection process.
2. All public elementary and secondary schools in the 14 Districts of the Schools Division of Benguet are covered under this Addendum. This Addendum shall be read in conjunction with the provisions of SDO Memo No. 608, s. 2025.
3. Except as advised or amended herein, all other provisions under Division Memorandum No. 608, s. 2025, remain unchanged and in full effect.
4. Immediate compliance with and dissemination of this memorandum to all concerned is directed.

  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
 Director IV/Regional Director and   
 Concurrent Officer-In-Charge  
 Office of the Schools Division Superintendent

sgod/smn/amd

Encls:

1. Additional Implementing Guidelines and Specifications



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Attachment: (DM No. \_\_\_\_\_)

**ADDITIONAL IMPLEMENTING GUIDELINES AND SPECIFICATIONS  
SEARCH FOR THE BEST BRIGADA ESKWELA IMPLEMENTING SCHOOLS**

**I. PARTICIPANTS AND SCHOOL CATEGORIES**

1. The Search is open to **all public elementary and secondary schools** in the **14 Districts of the Schools Division of Benguet**.
2. Schools shall be grouped and judged **according to Planning Section classification**, as follows:
  - **Small Schools**
  - **Medium Schools**
  - **Large Schools**
  - **Mega Schools**
3. Schools shall compete **only within their respective category** to ensure fairness and comparability.

**II. MAIN FEATURE (REQUIRED ENTRY FOR ALL SCHOOLS)**

**Brigada Eskwela Digital Feature Award**

*(Overall Best Brigada Eskwela Implementing School)*

1. All schools shall prepare a **5–7-minute Audio-Visual Presentation (AVP)** showcasing their **overall Brigada Eskwela accomplishments**.
2. The Digital Feature shall serve as the **primary and official entry** for the Search and shall be the **basis for both the Overall Award and all Subcategory Awards**.
3. The AVP shall include, but not be limited to, the following:
  - Overview of Brigada Eskwela implementation
  - Resource generation and utilization
  - School–community partnerships
  - Learning support initiatives (e.g., Brigada Pagbasa)
  - Campus improvement, safety, and sustainability efforts
  - Actual participation of stakeholders
4. The AVP shall be **posted on the official Facebook page of the school**.
5. Posting of the Main Digital Feature shall be done **by January**.
6. The Facebook post shall clearly indicate:
  - School Name
  - District
  - School Category (Small, Medium, Large, or Mega)
  - Official hashtags as prescribed by the Division (**#BenguetBrigadaEskwela**)

*The AVP posted online shall be considered the school's final and official entry.*



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### III. SUBCATEGORY AWARDS

Subcategory Awards shall be **derived from and reflected in the Main Digital Feature**. Schools are **not required to submit separate AVPs** for each subcategory.

The Subcategory Awards are as follows:

1. **Brigada Eskwela Community Impact Award**
2. **Brigada Eskwela Innovation Award**
3. **Brigada Eskwela Green & Beautification Award**
4. **Brigada Pagbasa & Learning Support Award**
5. **Brigada Eskwela Onsite Showcase Award**
6. **Brigada Eskwela Communication & Advocacy Award**
7. **Brigada Eskwela Sustainability & Legacy Award**

### IV. SUBMISSION OF SUPPORTING DOCUMENTS (FOR SUBCATEGORIES)

1. Supporting documents for subcategories shall be **submitted on or before January 30, 2026**.
2. Submission shall be through either of the following:
  - o **USB storage device**, or
  - o **Google Drive folder**: <https://bit.ly/BenguetBE2025-2026>



3. Supporting documents may include:

- Photos
- Brief narratives
- Validation sheets
- Endorsements or summaries

4. All files shall be properly labeled with:

- School Name
- District
- School Category

*Supporting documents shall supplement the Main Digital Feature and shall be used for validation and judging.*



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**V. POSTING AND VISIBILITY REQUIREMENTS**

1. All schools shall post their Main Digital Feature **by January 2026**.
2. Prescribed hashtags shall be used to ensure visibility, consolidation, and monitoring.
3. Engagement metrics (likes, shares, reactions) shall be **secondary considerations** and shall not outweigh impact and authenticity.

**VI. DISTRICT-LEVEL SCREENING AND ENDORSEMENT**

1. The **District Brigada Eskwela In-Charge**, under the guidance of the **Public Schools District Supervisor (PSDS)**, shall screen all school entries.
2. Each district shall identify **District Winners** per school category and applicable subcategories.
3. Only **district-endorsed entries** shall be elevated to the Division level for final judging.
4. District-endorsed entries shall be featured through the **official DepEd Tayo Facebook Pages of the 14 Districts**.

**VII. DISTRICT BRIGADA ESKWELA EVALUATION TEAM**

1. The **District Brigada Eskwela Evaluation Team** shall be constituted **under the discretion of the PSDS**.
2. The PSDS shall designate members to ensure a **fair, objective, and holistic evaluation**.
3. The team may be composed of, but not limited to:
  - Public Schools District Supervisor (PSDS) – Chairperson
  - District Brigada Eskwela In-Charge / Coordinator – Vice Chairperson
  - District Planning Focal Person
  - District SBM / Partnership / GCPM Focal Person
  - District Learning Support / Reading / Literacy Focal Person
  - District DRRM / Safety / Facilities Focal Person
  - District Information / ICT / DepEd Tayo Administrator
  - District Teachers' Representative (optional)
4. Evaluators shall:
  - Use Division-issued rubrics and tools;
  - Observe objectivity and non-conflict of interest;
  - Properly document and endorse evaluation results.

**VIII. DIVISION-LEVEL VALIDATION AND JUDGING**

1. **Validation of outputs shall start on February 3, 2026.**
2. Validation may be conducted through:
  - Review of digital submissions
  - On-site validation visits
  - Interviews or consultations with school stakeholders



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3. Validation shall ensure:
  - Authenticity of accomplishments
  - Actual implementation of reported outputs
  - Sustainability and impact of initiatives

4. Composition

The Division Brigada Eskwela Evaluation Team shall be designated by the Schools Division Superintendent and may include:

- Schools Division Superintendent – Chairperson
- Assistant Schools Division Superintendent – Vice Chairperson
- Division Planning Officer
- Division SBM / Partnership / GCPM Focal
- Division Learning Support / Literacy / Brigada Pagbasa Focal
- Division DRRM / Safety / Facilities Focal
- Division ICT / DepEd Tayo Administrator
- Division Administrative Officer / Secretariat

#### **IX. AWARDS AND RECOGNITION**

1. Awardees for the **Overall Award and Subcategory Awards** shall be **formally recognized during the PAN-ASPULAN and IYAMAN Ceremonies** of the Schools Division of Benguet.
2. Awardees shall receive appropriate **certificates, citations, plaques, or tokens of recognition**, subject to existing DepEd guidelines.

#### **X. GENERAL PROVISIONS**

1. Participation in the Search signifies acceptance of these guidelines.
2. All entries shall comply with **DepEd policies on data privacy, child protection, and communication standards**.
3. The Division Brigada Eskwela Secretariat reserves the right to issue **clarificatory or supplemental guidelines**, as necessary.