

Kagawaran ng Edukasyon

REHIYON V - (Bikol)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

23 May 2025

DIVISION MEMORANDUM No. 464, s. 2025

2025 DIVISION BRIGADA ESKWELA IMPLEMENTATION

To

OIC-Assistant Schools Division Superintendent Chief Education Supervisors, CID & SGOD

Public Schools District Supervisors/In-Charge of the Districts

Public Elementary and Secondary School Heads

Section/Unit Heads

District and School Partnerships Focal Persons

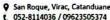
All Others Concerned

- 1. Pursuant to DepEd Memorandum No. 042, s. 2025 and Regional Memorandum No. 00632, s. 2025 titled 2025 Brigada Eskwela Implementing Guidelines and consistent with DepEd Order No. 012, s. 2025 titled "Multi-Year Implementing Guidelines on the School Calendar and Activities", all public schools will participate and conduct the 2025 Brigada Eskwela Program from June 9-13, 2025 as part of the Department of Education's annual initiative to ensure all schools are safe, resilient, and well-equipped for the opening of classes on June 16, 2025.
- 2. This year's Brigada Eskwela is a five-day activity that upholds the spirit of bayanihan, encouraging community collaboration to prepare schools for the upcoming school year, with the theme, "Brigada Eskwela: Sama-sama Para sa Bayang Bumabasa", highlighting a nationwide effort and volunteerism on literacy development.
- 3. To officially commence the Brigada Eskwela period, a Nationwide Brigada Eskwela Kick-Off will take place on Monday, June 9, 2025. The Schools Division Office of Catanduanes, through the SGOD-Social Mobilization and Networking Unit, will conduct the 2025 Division Brigada Eskwela Kick-Off Ceremony and Local Stakeholders' Convergence at Dariao National High School, Caramoran North District to start at 7:00 in the morning. Other schools shall also organize their respective kick-off activities.
- 4. The expected participants in this activity are advised to wear a white T-shirt with DepEd identification and include the following:
 - a. SDO Top Management (2);
 - b. Chiefs of CID and SGOD (2);,
 - c. PSDSs/In-Charge of the Districts (13);
 - d. Education Program Supervisors (10)
 - e. District Partnerships Focal Persons (20):
 - f. SGOD Personnel (25); and
 - g. Selected SDO partners and stakeholders (38).
- 5 A virtual orientation and planning conference with the TWG, concerned PSDS, Division BE Monitoring Team, School Head and Brigada Eskwela Coordinator of the host school shall be held on **June 5**, **2025**, **1:00 p.m.** at the SGOD Office.
- 6. School Heads and Partnership Focal Persons shall prepare necessary documentation and required reports of the Brigada Eskwela Program including photo/video documentation, preparation of daily reports of donations and recording of the daily attendance of volunteers, which shall be uploaded on the DepEd Partnerships Database System (DPDS). For SY 2025-2026, data reported in the DPDS from May to June 2025 shall be considered as 2025 Brigada Eskwela generated resources.









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- 7. This Office reiterates that Brigada Eskwela activities shall focus on voluntary works and participation, hence, School Heads, Teachers and other school personnel are **strictly prohibited from soliciting or collecting** any form of contributions including but not limited to Brigada Eskwela fees from parents, guardians, volunteers, partners and stakeholders.
- 8. For the granting of service credits and compensatory overtime credits to teaching and non-teaching personnel participating in the implementation of Brigada Eskwela, please to refer to *Paragraph 3*, *page 11* of *DepEd Memorandum No. 042*, *s. 2025*, which outlines the applicable provisions and guidelines.
- 9. Each functional division of the SDO is encouraged to adopt and support at least one (1) school during the Brigada Eskwela implementation from June 9-13, 2025. The list of the identified school/s must be submitted to the SGOD-SocMobNet Unit before the actual visit to the identified school, for record purposes.
- 10. Travel and other incidental expenses relative to the activity shall be charged against local funds/school MOOE/other fund source while meals, supplies and materials, and travel expenses of the monitoring team shall be charged against PSF-BPLP subject to the usual accounting and auditing rules and regulations. The Division Monitoring Team shall make their own vehicle arrangement and prepare their respective travel authorities.
- 11. Attached to this memorandum are the Program of Activities, Executive and Program Management Committees along with their respective Terms of Reference, and Monitoring Team for your reference.
- 12. For concerns, you may coordinate with Marife B. Brequillo, SEPS, SGOD-Social Mobilization and Networking Unit at 09394513915 or email at marife.brequillo@deped.gov.ph.
- For your information and strict compliance.

By Authority of the OIC-Schools Division Superintendent:

FLOREN P. CLAVO
Senior Education Program Specialist
Officer-In-Charge

SGOD/mbb 05/23/2025







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Ragawaran ng Edukasyon REHIYON V - (Bikol) TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

Enclosure No. 1 to Division Memorandum No. 444, s. 2025

PROGRAM OF ACTIVITIES

TIME	ACTIVITY	IN-CHARGE
6:30 - 7:00 a.m.	Registration	Registration Committee
7:00 – 7:30 a.m.	Brigada Eskwela Caravan and Advocacy Campaign	BE Caravan Committee
7:30 - 8:00 a.m.	Health and Fitness Activity	Host School
	Opening Program	
8:00 – 9:00 a.m.	Program Preliminaries	AVP
9:00 – 9:05 a.m.	Acknowledgement of Participants	Marife B. Brequillo SEPS-SMN
		Delfin A. Bondad, ASDS
9:05 – 9:10 a.m.	Welcome Remarks	Delfin I. De Leon, PSDS- Caramoran North & South David B. Sarmiento, School Head Dariao NHS
9:10 - 9:20 a.m.	Surprise Number/Opening Salvo	Stakeholders/DepEd Personnel
9:20 - 9:25 a.m.	Declaration of Opening of the 2025 Brigada Eskwela and Message	Cecile C. Ferro CESO VI ASDS, OIC-SDS
9:25 - 9:30 a.m.	Presentation of Brigada Eskwela Model School	AVP
9:30 – 9:35 a.m.	Messages of Support (30-second)	Governor, Vice Governor, Congressman, TGP Partylist, Representative, Mayors, Barangay Captain
9:35 - 9:40 a.m.	Intermission Number	
9:40 – 10:00 a.m.	Messages of Support (30-second)	CID Chief, Representatives from CatSU, DILG, DOST, EDUCO, City Savings Bank, EastWest Bank, FICELCO, CPIC, China Bank Savings, First Consolidated Bank, GNIP, PNP, BFP, BJMP, PA, PCG, PFPTA President, Other Partners
10:00 - 10:10 a.m.	Commitment Signing / Pledge of Support	Partners/Stakeholders
10:05 - 10:15 a.m.	Closing Remarks/ Acknowledgement	Mary Jean S. Romero Chief ES, SGOD
10:15 – 11:00 a.m.	Symbolic Start of Brigada Eskwela • Volunteer Activities within the Host School	All Participants
Emcee:		Floren P. Clavo, SEPS-PRU Ahdel D. Idanan, Nurse II-SHN
11:00 a.m. – 12:00 p	.m. – Lunch	Control of the Contro











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Enclosure No. 2 to Division Memorandum No. 464, s. 2025

EXECUTIVE COMMITTEE

CECILE C. FERRO, CESO VI

Assistant Schools Division Superintendent OIC- Schools Division Superintendent

DELFIN A. BONDAD

Assistant Schools Division Superintendent

MARY JEAN S. ROMERO

Chief ES, SGOD

ROMEL G. PETAJEN

Chief ES, CID

PROGRAM MANAGEMENT TEAM

COMMITTEE	TERM OF REFERENCE	PERSON/S IN-CHARGE
Program Managers	 Supervise the planning and implementation of the activity. Oversee the entire project and ensure that it implemented as planned. 	Mary Jean S. Romero SGOD Chief Marife B. Brequillo SEPS, SocMobNet Imaculate T. Latorre EPS II, SocMobNet
Program Flow	 Prepare/organize and lead the whole program flow Facilitate and ensure that the program is being delivered on time. Host the opening program Prepare and submit activity completion report and other pertinent documents 	Marife B. Brequillo SEPS, SocMobNet Floren P. Clavo SEPS, PRU Ahdel D. Idanan Nurse II, SHN
Coordination and Invitation	 Prepare invitation letters and program to be distributed. Distribute and conduct follow-up to target participants and guests. Coordinate with the Program Managers regarding the availability of the invited guests a day before the event. 	Imaculate T. Latorre EPS II, SocMobNet Ma. Lourdes M. Sorra PDO I, YFD All District Partnerships Focal Person
Registration	 Monitor and prepare report on the actual list of participants. Prepare, process, and issue certificates to host school, PMT members and participants. 	Aroline T. Borja EPS, SGOD Carol P. Gil SEPS, HRD Hidelita G. Posada Dentist II
Venue/Hall Preparation/Stage Decoration/Sounds	Facilitates and oversees the venue set-up such as table arrangement, stage decoration and sounds.	David B. Sarmiento School Head- Dariao NHS District Partnership Focal Persons Caramoran North & South
Motorcade, Transportation and Security	Take charge of the transportation, arrangement of vehicles, and Marshalls to and from the venue.	Delfin I. De Leon, PSDS Caramoran North & South Afredo Z. Bagadiong Jr. PDO I - YFD Rey C. Bonayon Planning Officer III- PRU







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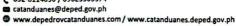
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Stakeholders' Commitment/ Photo Booth	Prepares the commitment wall and photo booth space. Take charge in the signing of commitment/Pledge of Support.	SH and Personnel of the Host School District Partnership Focal Persons Caramoran North & South
Documentation	Documents the proceedings of the learning sessions. Provides livestreaming, takes photos of the different parts of the program delivery, and updates it on timely manner at the official social media of the division.	Jennifer B. Metica ITO I, ICTU John Bryan Laguda, Admin Aide I (Agban CES) Elizabeth S. Urbano EPS II - HRD School ICT Coordinator of the Host School
Foods	Ensures that meals are served on time.	Joy Suaiso COS, SGOD Sheryl M. Cambonga COS, SGOD
Flaglets	Facilitate the preparation of the flaglets and ensure that it is available a day before the activity	All COS, SGOD
Welfare	Ensure that provision for health and wellness are properly taken care of.	Dr. Amylou B. Celso Dentist II All Nurses
Safety and Security	Ensure that the venue is safe and secure during the conduct of the activity.	Maria Audrea L. Vivo PDO II, DRRM Rodger A. Matienzo Engineer III
M & E	Implement monitoring and evaluation activities and prepares the report.	Maria Rita SR. Tablate SEPS, SMM&E Achilles V. Alberto I EPS II, SMM&E











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Enclosure No. 3 to Division Memorandum No. 444, s. 2025

2025 DIVISION BRIGADA ESKWELA MONITORING TEAM

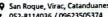
Monitoring Team Lead: Mary Jean S. Romero, Chief ES-SGOD

No.	Municipality	SGOD	CID
1	Bagamanoc	Ahdel D. Idanan Nurse II – SHNU Melanie R. Ibardaloza Nurse II – SHNU	Niño Gerard C. Ceneta Education Program Supervisor – CID
2	Baras	Ma. Lourdes M. Sorra PDO I – YFD Rosario R. Vegim Nurse II – SHNU	Jezrahel T. Omadto Education Program Supervisor – CID
3	Bato	Hidelita G. Posada Dentist II – SHNU Achilles V. Alberto I EPS II - SMME	Jeslyn T. Taway Education Program Supervisor – CID
4	Caramoran	Maria Audrea L. Vivo PDO II – DRRM Anthony Aguirre Nurse II – SHNU	Gina B. Pantino Education Program Supervisor – CID
5	Gigmoto	Ma. Theresa G. Abundo Nurse II – SHNU Rey C. Bonayon Planning Officer III	Marivic T. Camacho Education Program Supervisor – CID
6	Pandan	Imaculate T. Latorre EPS II - SMNU Ma. Rita SR. Tablate SEPS - SMME	Ma. Gina M. Templonuevo Education Program Supervisor – CID
7	Panganiban	Floren P. Clavo SEPS – PRU Alfredo Z. Bagadiong Jr. PDO I – YFD	Amelia B. Cabrera Education Program Supervisor – CID
8	San Andres	Amylou B. Celso Dentist II - SHNU Marife B. Brequillo SEPS - SMNU	Jayson M. Floranza Education Program Supervisor – CID
9	San Miguel	Elizabeth S. Urbano EPS II – HRD Erma B. Pampanga Nurse II – SHNU	Romel G. Petajen Chief Education Supervisor – CID
10	Viga	Jennifer S. Casall Nurse II - SHNU Rosa Aurea T. Vargas Nurse II - SHNU	Gina L. Custodio Education Program Supervisor – CID
11	Virac	Aroline T. Borja EPS - SGOD Carol P. Gil SEPS - HRD	Frankie T. Turalde Education Program Supervisor – CID









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