



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VIII
DIVISION OF CATBALOGAN CITY
Catbalogan City



DIVISION MEMORANDUM

No. 217, s. 2018

To: Public Schools District Supervisors
Public Elementary & Secondary School Heads
All Others Concerned

From: **CRISTITO A. ECO, CESO VI**
Schools Division Superintendent

Subject: **SEARCH FOR BRIGADA ESKWELA 2018 BEST IMPLEMENTING SCHOOLS**

Date: June 20, 2018

1. The Schools Division Office of Catbalogan City announces the conduct of the Search for Brigada Eskwela 2018 Best Implementing Schools, Division Level with the theme, "**Pagkakaisa Para sa Handa, Ligtas at Matatag na Paaralan Tungo sa Magandang Kinabukasan**".
2. Anent to this, the Districts shall conduct their evaluation and identify their "Best Implementing schools" in Each of the following categories, to wit:

A. Elementary Level

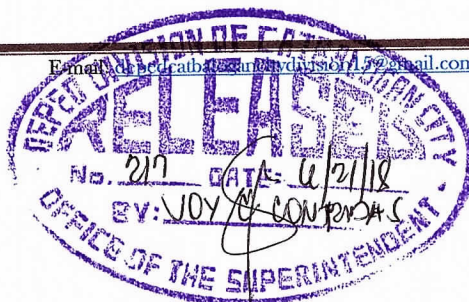
Category	Number of Teachers	Resource Generated	No. of entry
Small School	9 and below	99,999 & below	1
Medium School	10-25	100,000-299,999	1
Large	26-50	300,000-499,999	1
Mega School	51 and above	500,000 and above	1

B. Secondary Level

Category	Number of Teachers	Resource Generated	No. of entry
Small School	9 and below	99,999 & below	1
Medium School	10-25	100,000-299,999	1
Large	26-50	300,000-499,999	1
Mega School	51 and above	1,000,000 and above	1

3. Deadline of submission of the entry schools with the packaged Brigada Eskwela documents will be on **June 29, 2018**. The selection of the Brigada Eskwela implementing schools shall be evaluated in accordance to the attached criteria for ready reference.

4. Immediate dissemination of this memorandum is highly enjoined. Please be guided accordingly.



Annex 1 to the Division Memorandum No. ____ s. 2018

1. Scope of Work- 35%

This 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%

a. Parent Volunteers (15%)

Formula: $\frac{\text{actual attendance of parents}}{\text{Targeted Number of Parent Volunteers}} \times 15\%$

The Targeted Parent Volunteer participation is computed based on the number of enrollment multiplied by the agreed percentage up to 200%

Percentage of Attendance	Rating	Remarks
100	15	The parent volunteer can render man-hour service for the duration of Brigada Eskwela Maintenance Works. <i>The attendance sheets should be duly signed IN & OUT by the parents. Parent Volunteer may render services for 5 times and register in the attendance sheet 5 times also</i>
95-99	14	
90-94	13	
85-89	12	
80-84	11	
75-79	10	
70-74	9	
65-69	8	
60-64	7	
55-59	6	
50-54	5	
45-49	4	
40-44	3	
35-39	2	
34 and below	1	

b. Other Volunteers (10%)

Other Volunteers	Number of Volunteer	Rating
National Government Agencies (NGAs) and other government organization and public corporations	5	2
	4	1.5
	3	1.0
	1-2	0.5
Local Government Units(Brgy/ Municipal/ Provincial	5	2
	4	1.5
	3	1.0
	1-2	0.5
	5	2
	4	1.5

Community Involvement including NGOs and Professional Associations	3	1.0
	1-2	0.5

Private Sector Involvement including Corporate Foundations and Private Schools	5	2
	4	1.5
	3	1.0
	1-2	0.5
Pupil/ Student Organization (SSG/SPG) and alumni Association	5	2
	4	1.5
	3	1.0
	1-2	0.5

Note: there must be one (1) folder in each of the group of volunteers using A4 bond paper.

3. Generated Resources- 15%

Elementary level

Category	No. of Teachers	Resource Generated (Includes donations- in-kind & equivalent amount of materials)	Rating
Small Category	9 and below	95,000-99,999	15
		90,000-94,999	14
		85,000-89,999	13
		80,000-84,999	12
		75,000-79,999	11
		70,000-74,999	10
		65,000-69,999	9
		60,000-64,999	8
		55,000-59,999	7
		50,000-54,999	6
		45,000-49,999	5
Medium School	10-29	40,000-44,999	4
		35,000-39,999	3
		30,000-34,999	2
		25,000-29,999	1
		255,000-299,000	15
		200,000-254,999	14
		150,000-199,999	13
		100,000-149,999	12
		95,000-99,999	11
		90,999-94,999	10
		85,000-89,999	9
80,000-84,999	8		
75,000-79,999	7		
70,000-74,999	6		
65,000-69,999	5		
60,000-64,999	4		

		55,000-59,999	3
		50,000-54,999	2
		25,000-49,999	1
Large School	30-50	400,000-499,999	15
		350,000-399,999	14
		300,000-349,999	13
		250,000-259,999	12
Large School	30-50	200,000-249,999	11
		150,000-199,999	10
		100,000-149,999	9
		95,000-99,999	8
		90,000-94,999	7
		85,000-89,999	6
		80,000-84,999	5
		75,000-79,999	4
		70,000-74,999	3
		65,000-69,999	2
		40,000-64,999	1

Secondary Level

Category	No. of Teachers	Resource Generated (Includes donations- in-kind & equivalent amount of materials)	Rating
Small Category	9 and below	95,000-99,999	15
		90,000-94,999	14
		85,000-89,999	13
		80,000-84,999	12
		75,000-79,999	11
		70,000-74,999	10
		65,000-69,999	9
		60,000-64,999	8
		55,000-59,999	7
		50,000-54,999	6
		45,000-49,999	5
		40,000-44,999	4
		35,000-39,999	3
		30,000-34,999	2
		10,000-29,999	1
Medium School	10-25	255,000-299,000	15
		200,000-254,999	14
		150,000-199,999	13
		100,000-149,999	12
		95,000-99,999	11
		90,999-94,999	10
		85,000-89,999	9
		80,000-84,999	8
		75,000-79,999	7
		70,000-74,999	6
		65,000-69,999	5
		60,000-64,999	4
		55,000-59,999	3
		50,000-54,999	2
		25,000-49,999	1
		800-999,999	15

Large School	26-50	700,000-799,999	14
		600,000-699,999	13
		500,000-599,999	12
Large School	30-50	400,000-499,999	11
		300,000-399,999	10
		200,000-299,999	9
		100,000-199,999	8
		90,000-99,999	7
		80,000-89,999	6
		70,000-79,999	5
		60,000-69,999	4
		50,000-59,999	3
		40,000-49,999	2
		20,000-39,999	1

Note: the amount of resources generated shall include all donations –in-kind and equivalent amount in peso of materials used for the scope of work accomplished during the Brigada Eskwela Week and the equivalent amount of volunteer man-hour services. 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%

- a. Water, Sanitation and Hygiene (WASH) Projects- 5%
- b. School DRRM/ School Safety & Preparedness Guide – 5%

Components	Items	Points
1. Safe Learning Facilities	Facilitate the assessment of school electrical system to make necessary repair/ or upgrades to prevent fire incident	0.25
	Repair minor classroom damages such as broken windows, doors, blackboards, roof, etc.	0.25
	Install appropriate and available fire suppression equipment or resources such as fire extinguishers, water source, and other indigenous materials.	0.25
	Make sure that corridors and pathways are unobstructed and that all sharp, protruding objects which may cause harm to students are removed.	0.25
	Clean and clear drainage to prevent clogging. Cover drainage canals and provide necessary warnings.	0.25
	Secure cabinets and drawers and ensure that the heavy objects are below head level.	0.25
	Prepare evacuation/ exit plan and directional signage on every floor of the building.	0.25
	Post safety measures in laboratories and workshops	0.25
	Prune trees to avoid entanglement from electrical wirings and avoid potential harm to life and property	0.25
	Identify evacuation areas and classrooms that can be used as temporary shelters during disasters and emergencies	0.25
Total		2.5

2. School Disaster Management	post directory of emergency contact numbers of relevant government agencies and offices, in various areas of the school	2.5
	Establish early warning mechanisms and inform all students and personnel on this	2.5

	Equip with megaphones and flashlights within the school premises. All classrooms must have first aid kits in time of emergencies. Ensure that these items can be easily located and accessed.	2.5
	Identify alternative sources and/ or maintain supply of drinking water within the school	2.5
	Ensure that students, teachers, and personnel have identification cards with relevant information	2.5
	Create data base of student with contact details of their family	2.5
	Secure and safety store vital record	2.5
	Coordinate with barangay officials on pedestrian safety of students.	2.5
	Document accidents experienced by students and personnel within the school to improve prevention and mitigation measures	2.5
Disaster Risk Reduction in Education		.25
TOTAL		5 pts.

5. Creativity and Innovation- 15%

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 Accomplishment.