



Republic of the Philippines  
**Department of Education**  
 REGION X- NORTHERN MINDANAO  
 DIVISION OF MALAYBALAY CITY

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 DEPED MALAYBALAY CITY DIVISION  
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**DIVISION MEMORANDUM**

No. 382, s. 2020

TO : Assistant Schools Division Superintendent  
 Chief Education Supervisors – SGOD and CID  
 Public Elementary and Secondary School Heads  
 All Others Concerned

FROM : **VICTORIA V. GAZO**  
 Schools Division Superintendent

DATE : September 29, 2020

**SUBJECT: REITERATION ON THE ENTITLEMENT OF BRIGADA ESKWELA SERVICE CREDITS PER DEPED ORDER NO. 032, s. 2020**

1. For information and guidance, the Office reiterates the entitlement of Brigada Eskwela service credits per DepEd Memorandum No. 032, s. 2020 re: 2020 Brigada Eskwela Program Implementing Guidelines, particularly Item No. 8, which states that *Teaching personnel are entitled to earn vacation service credits arising from their active involvement in the Brigada Eskwela activity. Teachers shall earn a one-day (1) service credit for the accumulated eight hours of participation in the maintenance effort.*
2. Request for service credits during **May 18 to 23** as stipulated in the aforementioned DepEd Memorandum must attached 2 copies of Daily Time Record (DTR) of teaching personnel duly signed by the School Head and need be submitted **on or before October 7, 2020**.
3. For queries, you may contact Marsfifth M. Mamawag-Senior Education Program Specialist- Division Brigada Eskwela Coordinator at 09178803864/09653159984.

Enclosed: as stated

**TO BE POSTED IN THE WEBSITE**



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Republic of the Philippines  
**Department of Education**

06 MAR 2020

DepEd MEMORANDUM  
No. **032**, s. 2020

**2020 BRIGADA ESKWELA PROGRAM IMPLEMENTING GUIDELINES**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Others Concerned

1. The Department of Education (DepEd) will conduct the **2020 Brigada Eskwela** with the theme, *Pagpapanatili ng Bayanihan Tungo sa Kalidad na Edukasyon para sa Kabataan*, from May 18 to 23, 2020. The Brigada Eskwela is the National Schools Maintenance Week that aims to bring together all education stakeholders to participate and contribute their time, effort, and resources to prepare public school facilities for the opening of the school year in June.

2. The Brigada Eskwela Program is one of the most important programs in DepEd. In the spirit of *bayanihan*, private institutions/individuals, government agencies, local government units and other organizations contribute to DepEd campaign to ensure accessible and quality basic education. The components of the program are the following:

- a. Brigada Eskwela (National Schools Maintenance Week),
- b. Brigada Eskwela Plus (Partnership Support for Access), and
- c. Brigada Pagbasa (Partnership Support for Quality Education).

3. The National Kick-off Program shall be held on **May 14, 2020** in a public school of the host region (to be announced). Regional offices (ROs) and schools division offices (SDOs) shall hold a kick-off ceremony to launch the Brigada Eskwela in their respective areas on or before **May 18, 2020**.

4. All regional directors (RDs) and schools division superintendents (SDSs) shall mobilize their partnerships focal persons to ensure the effective implementation of Brigada Eskwela Program in all public elementary and secondary schools and the involvement of the community and local stakeholders.

5. School heads (SHs) shall take the lead in planning the activities geared towards making schools ecologically conscious, resilient, clean, safe, and conducive to learning. **No Brigada Eskwela fee** shall be collected from parents or solicited from other volunteers. Other important reminders to SHs in the conduct of this activity are indicated in Enclosure No. 1.

6. Individuals or groups from the national government agencies (NGAs), local government units (LGUs), private sectors, international organizations, and other parties interested to help the schools and volunteers may coordinate with any of the following:

- a. External Partnerships Service (EPS) of the DepEd Central Office,
- b. Education Support Services Division (ESSD) in the ROs,

- c. Social Mobilization and Networking Section (SocMob) under the Schools Governance and Operations Division (SGOD) in the SDOs, and
- d. SHs of the beneficiary school/s, for guidance.

7. All DepEd employees are encouraged to join the Brigada Eskwela activities by offering their skills, sharing their time or providing their in-kind assistance and support to public schools near their residence. Interested employees are given two days to do volunteer work on **official time**, provided that such work is approved by their heads of offices. Further, nonteaching personnel shall earn Compensatory Time Off (CTO) for the complete eight hours of participation in the maintenance effort on the last day of Brigada Eskwela Week, which is a Saturday.

8. Teaching personnel are entitled to earn vacation service credits arising from their active involvement in the Brigada Eskwela activity. Teachers shall earn a one day service credit for the accumulated eight hours of participation in the maintenance effort. For further details on granting service credits to teachers, please refer to DepEd Order No. 53, s. 2003 titled **Updated Guidelines on Grant of Vacation Service Credits to Teachers**, particularly Item No. I-d Sub-items d and k and Item No. 1-f, which pertains to the grant of service credits.

9. Central Office key officials are enjoined to participate in activities related to the implementation of Brigada Eskwela Program.

10. All bureau directors and RDs, ESSD chiefs and regional partnerships focal persons are enjoined to attend the national kick-off program. Travel and incidental expenses shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

11. The schedule of activities for the 2020 Brigada Eskwela Implementation is as follows:

<b>Activity</b>	<b>Schedule</b>
Pre-implementation Stage of Brigada Eskwela (Assessment of Physical Facilities and Maintenance Needs of the Schools, Resource Mobilization, Organization of Brigada Eskwela Committees and their Orientation on Specific Roles and Tasks, among other activities)	January 3 to May 17, 2020
Brigada Eskwela National Kick-off Program and Caravan	May 14, 2020
Brigada Eskwela Regional and Schools Division Kick-off Program and Caravan	on or before May 18, 2020
Brigada Eskwela Implementation and Monitoring of Schools	May 18-23, 2020
Submission of Consolidated Brigada Eskwela Accomplishment Reports by the Division coordinators to the Regions	June 28, 2020
Submission of Consolidated Brigada Eskwela Accomplishment Reports by the Regional coordinators to the External Partnerships Service (EPS)	July 31, 2020

Submission of Division entries for the Brigada Eskwela Awards Candidates to the Regions	July 31, 2020
Regional Selection and Deliberation of Brigada Eskwela Awards Candidates	August 1 to September 27, 2020
Submission of Final List of School Candidates as Brigada Eskwela National Awardees to EPS (including the submission of rating sheets reflecting the ranks and scores of the awardee-candidates)	on or before October 18, 2020
Conduct of Brigada Eskwela Regional Awarding Ceremony	within October and November 2020
Conduct of Brigada Eskwela National Awarding Ceremony	November 26, 2020

12. To implement the selection process in the Search for Brigada Eskwela Best Implementing Schools effectively, DepEd issues a set of criteria provided in Enclosure No. 2.

13. The SH and school coordinator of the Brigada Eskwela Best Implementing Schools shall receive a certificate of recognition, which they can present when they apply for promotion based on the existing hiring and promotion guidelines. Certificate of Appreciation shall also be given to the Parents-Teachers Association (PTA), local government unit (LGU) partner, major private sector partner, the school, and the school Adopt-a-School coordinator.

14. The **Brigada Eskwela Plus** shall be conducted in public schools nationwide in phases. Consistent with the Brigada Eskwela Program, the Brigada Eskwela Plus is geared towards increasing learners' participation rate, reducing dropouts, helping improve learning for both the learners and their community, and creating a network of community-based organizations committed to support schools through collaborative programs and projects.

15. The implementation of Brigada Eskwela Plus shall focus on the following key activities:

- a. School maintenance activities throughout the school year;
- b. School and community effort to improve participation and reduce dropout, or enroll in the alternative delivery mode; and
- c. School and community effort to improve student and community learnings.

16. Among the Hall of Fame Awardees, each region will select one Brigada Eskwela Plus Most Sustained School Award. The details of the award are also discussed in Enclosure No. 2.

17. The **Brigada Pagbasa** is an after-school reading program that envisions to bring together DepEd partners, experts, changemakers, policymakers, and other stakeholders across all sectors from international and local agencies and organizations in the public and private sectors to help all learners read and become functionally literate. The program will provide a platform to synergize efforts and resources to address current education-related challenges. It will also create opportunities for all stakeholders to contribute possible solutions to the current gaps in the country's educational system, specially in equipping the learners with 21st century skills.

*Shh*

18. In preparation for the Brigada Pagbasa, the Division Partnership Focal Persons are encouraged to conduct an inventory of school reading programs with partnership components that can be registered under the Brigada Pagbasa.

19. SHs shall ensure that all donated items classified as Property, Plant, and Equipment are properly recorded in the book of accounts as stipulated in DepEd Order No. 82, s. 2011 titled **Guidelines on the Proper Recording of All Donated Properties**. The documents required to support the recording in the book of accounts are as follows:

- a. Inventory Custodian Slip for donated properties with value below P15,000.00 (Enclosure No. 3); and
- b. Property Acknowledgement Receipt for donated properties above P15,000.00 (Enclosure No. 4).

20. For more information, please contact the **External Partnerships Service**, Ground Floor, Mabini Bldg., Department of Education (DepEd) Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [externalpartnerships@deped.gov.ph](mailto:externalpartnerships@deped.gov.ph) or at telephone nos. (02) 8638-8637 and (02) 8638-8639.

21. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encls.:

As stated

References:

DepEd Memorandum Nos. 066, s. 2018; and 036, s. 2019  
DepEd Order (Nos.53, s. 2003 and 82, s. 2011)

To be indicated in the Perpetual Index  
under the following subjects:

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