



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

May 12, 2026

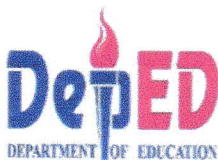
DIVISION MEMORANDUM

No. **179**, s. 2026

DIVISION IMPLEMENTATION OF 2026 BRIGADA ESKWELA PROGRAM

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Functional Area Heads
Education Program Supervisors & Division Coordinators
Public Schools District Supervisors/ OIC-PSDSs
Public Elementary, Secondary and Integrated School Heads
Brigada Eskwela Coordinators
SDO Personnel
All Others Concerned

1. Pursuant to DepEd Memorandum No. 027, s. 2026 titled 2026 Brigada Eskwela Implementing Guidelines and consistent with DepEd Order No. 012, s. 2025 (Multi-Year Implementing Guidelines on the School Calendar and Activities) which provides that all public schools will conduct the Brigada Eskwela '26 from June 1-5, 2026.
2. *Brigada Eskwela* is a five-day activity which upholds the spirit of *bayanihan*, encouraging community collaboration to prepare schools for the upcoming school year. With literacy remains as the key priority of the Department including the improvement of school facilities, this year's Brigada Eskwela embraces the theme "***Bayanihan sa Paaralan: Nagkakaisa para sa Kaayusan at Kaalaman***" highlighting the power of collective action to strengthen both learning and school environments. This year, the initiative emphasizes enhancing school infrastructure alongside literacy development, encouraging communities nationwide to contribute to safer, more functional, and more inspiring learning spaces.
3. *Brigada Eskwela 2026* shall focus on the following:
 - a. Preparing schools for the new school year with clean, safe, and learner-friendly environments.
 - b. Supporting reading development by providing materials and engaging stakeholders in literacy activities.
 - c. Improving school infrastructure by repairing classrooms, fixing facilities, maintaining grounds, and upgrading learning spaces.
 - d. Enhancing structural safety and climate resilience of school facilities.
 - e. Organizing clean-up drives to remove clutter, clear pathways, and enhance the appearance of school surroundings.



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- f. Encouraging volunteerism and community involvement to improve school facilities and programs.
- g. Building data-driven partnerships with the community to address school needs; and
- h. Verifying school resources and creating accurate inventory data with community support.

4. The timeline of activities is provided below:

Activity	Date
<p>Submission of two (2) copies of the following:</p> <p>a) Schools' 2026 Brigada Eskwela Detailed Implementation Plan <i>(pls. use the attached official revised templates for the plan or you may request for a soft copy from the Division B.E. Coordinator)</i></p> <p>b) Activity & Project Proposals <i>(pls. use the attached official revised templates for the plan or you may request for a soft copy from the Division B.E. Coordinator)</i></p> <p>Note: The Programs, Projects and Activities for B.E. 2026 that are included in the plan must be aligned to School Improvement Plan (SIP) & Annual Implementation Plan (AIP)</p>	<p style="text-align: center;">Submission to SDO May 11 – May 22, 2026</p>
<p>2026 Brigada Eskwela Division Kick-Off Program</p>	<p style="text-align: center;">June 1, 2026 Juban Gymnasium Juban, Sorsogon</p>
<p>2026 Schools' Brigada Eskwela Kick-Off Program</p>	<p style="text-align: center;">June 1-2, 2026</p>
<p>Brigada Eskwela Implementation, Monitoring of Schools by DepEd Officials and inventory validation and official reporting of selected education data</p> <p><i>*Monitoring Tool will be issued once available</i></p>	<p style="text-align: center;">June 1-5, 2026</p>
<p>B.E. 2026 School-Level Closing Program and Awarding of Certificate of Appreciation/ Recognition to Education Partners/ Stakeholders.</p>	<p style="text-align: center;">June 5, 2026</p>
<p>Uploading of School's Brigada Eskwela resources generated in the DepEd Partnerships Database System (DPDS)</p> <p>*Pls. do not include in the DPDS Report the infrastructure projects funded by DepEd, constructed by DPWH and projects constructed utilizing the Special Education Fund (SEF).</p>	<p style="text-align: center;">For the month of May: June 1-6, 2026</p> <p style="text-align: center;">For the month of June: July 1-6, 2026 <i>(to be verified and validated by SEPS SocMobNet)</i></p>

*Other B.E. 2026 Reports	
Submission of Consolidated Monitoring Result by the PSDSs/ OIC-PSDSs & SDO Based Monitors to SDO SGOD-SocMobNet	June 19, 2026
Division Stakeholders' Appreciation & Awarding Ceremonies	*To be announced in a separate advisory

5. **School Heads, teachers and other school personnel are strictly prohibited** from soliciting or collecting any form of contribution including but not limited to, Brigada Eskwela fees from parents or legal guardians, volunteers, partners and stakeholders. The Brigada Eskwela activities shall focus on voluntary work and participation to ensure that schools are adequately prepared for the upcoming school year.

6. All schools shall strictly observe the prohibition on partnering with, accepting donations or sponsorships from industries that present conflict of interest, such as, but not limited to, the tobacco, breast milk substitutes and alcoholic beverage industries, in support of DepEd's commitment to promote healthy learning environments in schools.

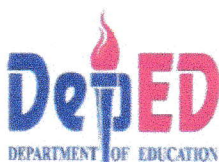
7. School Heads, teaching and non-teaching personnel are advised not to post cash donations received in any social media platforms. For transparency, any amount received by the school must be utilized for the intended approved school's project/s programs proposed, purchase of B.E. materials. An official receipt must be secured at all times for auditing and accounting purposes.

8. School Heads may seek the support of the education stakeholders/ partners for their various Brigada Eskwela programs, projects and activities through conduct of in-person meetings/ consultations. After determining the kind of assistance that their partners could extend, a project proposal/s will be made and be submitted to them for consideration. All schools are encouraged to have a duly signed Memorandum of Agreement (MOA) or Memorandum of Understanding (MOU) with their partners to formalize and sustain their partnerships for Adopt-a-School programs. All MOA/ MOU are subject for review by the Division Legal Unit.

9. All schools must prepare necessary documentation and reports of the BE Program including photo/ video documentation, preparation of daily report on donations received and services rendered; and recording the daily attendance of volunteers. The soft copies of attendance sheets and other B.E. templates may be requested by the schools from their District BE Coordinators or Division B.E. Coordinator.

10. The School Heads 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 (ICS) for donated properties with value below Php 50,000.00 *(the template is in Annex C of DepEd Memo. 027, s. 2026)*



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- b. Property Acknowledgement Receipt (PAR) for donated properties with a value of Php 50,000.00 and above (*the template is in Annex D of DepEd Memo. 027, s. 2026*)

For every donation received by the school, a Deed of Donation (DOD) and Deed of Acceptance (DOA) shall be signed by the donor and donee. **DOD & DOA need to be notarized for valuable registrable properties such as lots, buildings, vehicles, farm implement such as tractors, etc.;** for small value donation/s, no need to be notarized.

Moreover, School Heads must reflect in their **2nd Quarter DPDS Reports** the resources generated for B.E. 2026 from May 1-31 and June 1-30, 2026 respectively as well as the number of volunteers participated.

11. Teaching personnel shall be entitled to earn vacation service credits arising from their active involvement as members of the school Brigada Eskwela working committees and/ or voluntary services in the Brigada Eskwela activities. Teachers shall earn one-day service credit for accumulated eight (8) hours of service as committee members and/ or volunteers in the school preparation and partnership engagement activities, but not to exceed the total of five (5) days service credits. The computation of the service credits to teachers shall be in consonance with DO No. 13, s. 2024 titled Revised Guidelines on the Grant of Vacation Service Credit for Teachers.

Likewise, non-teaching personnel shall be granted Compensatory Time Off (CTO) for all services rendered during weekends/ holidays as members of the Brigada Eskwela working committees and/ or voluntary services in the Brigada Eskwela activities. Eight (8) hours of accumulated services are equivalent to one-day CTO.

12. SDO Officials and employees are encouraged to join Brigada Eskwela and may serve for two (2) days within the Brigada Eskwela week on official time in schools of their choice. The Section Heads will be the one to make the schedule of personnel when they will render service to the school/s so that the office operations will not be affected. **A certification from the School Head that they rendered service and a certificate of appearance will be presented to their respective Functional Area Head upon their return to office. The Section Heads will be the one to schedule**

13. Expenses to be incurred in the implementation of Brigada Eskwela 2026 such as advocacy polo shirts/ t-shirts and materials such as posters, etc. shall be charged to local school funds/ MOOE/ ASP PSF subject to the availability of funds as well as to the existing accounting and auditing rules and regulations. The purchase of B.E. shirts of DepEd teaching and non-teaching personnel is allowed but not to exceed Four Hundred Pesos (Php 400.00).

<p><i>Only the infrastructure projects donated/ constructed by private partners and LGU Funded through their General Fund not SEF from May to June 2026 including all other donations received by the schools will be included in the DPDS.</i></p> <p><i>*For schools with difficulty accessing their DPDS school account: please contact the Division ICTO Mr, John Hidea or SEPS Mr. Bernard D. Estrada.</i></p> <p><i>Note: For SY 2026–2027, the consolidated report of all activities and partnerships conducted from May 1 to June 30, 2026 will be considered as 2026 Brigada Eskwela-generated resources.</i></p>	
<p>Submission of school's hard copy of DPDS Transmittal to SDO <i>(All the 531 schools in the Division are required to submit)</i></p>	<p>For the month of May: June 8-11, 2026</p> <p>For the month of June: July 6-10, 2026</p>
<p>Cut-off date for Elem. Schools for the Submission of the following Schools' Brigada Eskwela 2026 Accomplishment Reports to the District Office for consolidation by the District B.E. Coordinator</p> <ol style="list-style-type: none"> Report on Resources Generated Report on Number of Volunteers <i>(latest standard templates will be provided as soon as it is available)</i> Video/ Photo Documentations with brief captions Report on Completed Projects and Activities with the assistance of the stakeholders and partners during and after the Brigada Eskwela '26 period to the SDO. <i>(pls. see Enclosure No. 2 for the template to be used)</i> <p>*Secondary and Integrated Schools may directly submit to the SDO c/o SGOD SocMobNet Unit</p>	<p>July 3, 2026</p> <p>July 3, 2026</p>
<p>Submission of the following District Consolidated Brigada Eskwela 2026 Accomplishment Reports to the SDO:</p> <ul style="list-style-type: none"> *Report on Resources Generated *Report on Number of Volunteers 	<p>July 8, 2026</p>

14. The *Brigada Eskwela* 2026 collaterals such as the official t-shirt, tarpaulin/ banner designs and among others are found in this link <https://canva.link/go817vav15nido9> and in DepEd Philippines FB page while various templates can be accessed in this QR code:



15. Enclosed in this Memorandum are the following:

Enclosure No. 1. B.E. 2026 School Implementation Plan Templates (Pre to Post Implementation).

Enclosure No. 2 – Template for the Report on Completed Projects and Activities with approved proposal/s with the assistance of stakeholders and partners during and after the Brigada Eskwela period

Enclosure No. 3 – Template for Deed of Donation

Enclosure No. 4 – Template for Deed of Acceptance

Enclosure No. 5. – Template for daily/ monthly report on donations received by the school.

The soft copies of all enclosures can be requested from the DepEd SDO SGOD SocMobNet Unit.

16. For the complete details on the implementation of Brigada Eskwela, School Heads are advised to refer to DepEd Memorandum No. 027, s. 2026.

17. For information, guidance and compliance.

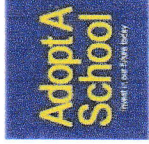
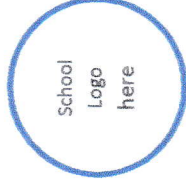

JOSE L. DONCILLO, CESO V
Schools Division Superintendent 



Republic of the Philippines
 Department of Education
 Region V

SCHOOLS DIVISION OF SORSOGON
 (pls type your District name here)
SCHOOL NAME

Name of Brgy., Municipality, Sorsogon



BRIGADA ESKWELA 2026 DETAILED IMPLEMENTATION PLAN

Date	Program, Projects & Activities (PPAs) to be undertaken/ Innovations	Objectives	Strategies/ Methodologies/ Action Steps	Persons Responsible/Volunteers to be involved	Needed Resources (Material/ Financial Rats. / Budget Estimate)	Expected Outputs	Means of Verification (MOV)
1. PRE-IMPLEMENTATION PHASE (March to May 2026)							
March to April, 2026	Organize the School's BE Steering and Working Committees and conduct coordination meetings. (Pls. refer to Division Memo. No. 102, s. 2022 for the composition of the steering committee).					Organized the School's BE Steering and Working Committees	List of Committees Organized Minutes and Attendance Sheet during the Organizational Meeting
March to April, 2026	Conduct the School's Physical Facilities and Maintenance Needs Assessment to determine what are to be repaired, constructed and maintained during B.E.					Conducted the School's Physical Facilities and Maintenance Needs Assessment	List of constructions, repairs, and installations to be made. List of what are to be maintained, etc.
March to April, 2026	Craft the School's BE 2026 Detailed Implementation Plan and Action Plan (All projects must be aligned with the SIP/ AIP. Submit the School's BE 2025 Detailed Implementation Plan to the SDO).					Crafted the School's BE 2026 Detailed Implementation Plan Action Plan	Draft copy of Brigada Eskwela 2026 Detailed Implementation Plan Action Plan
March to May, 2026	Draft Project Proposal/s for BE '26 and present to stakeholders for their possible voluntary efforts and contribution. (Pls. avoid writing and giving					Project proposals with transmittal for BE '26 for submission to stakeholders for possible support.	Received Copy/ies of Project Proposal/s presented to Stakeholders

	<p><i>solicitation letters to education partners). All must abide with DepEd Memo. No. 41, s. 2024 and</i></p>				<p>Minutes of the meeting with education partners, attendance sheets, photo documentations with caption.</p>
<p>April to May, 2026</p>	<p>Conduct extensive public awareness campaigns through distribution of B.E. advocacy materials and dissemination of information through social media platforms such as Facebook, TV & local radio stations to garner support from parents, learners, community members and stakeholders who may voluntarily contribute their time, skills and resources to enhance the school's facilities.</p> <p>Promote community involvement and collaboration in the improvement of school facilities. <i>(This approach fosters a sense of shared responsibility among all stakeholders, recognizing that each member of the community has a role to play in the betterment of the educational environment).</i></p>			<p>Conducted extensive Brigada Eskwela public awareness campaigns.</p> <p>Promoted community involvement and collaboration in the improvement of school facilities</p>	<p>Photos/ videos of advocacy campaigns conducted.</p> <p>Copy of B.E. flyers/ brochures and tarpaulin/s; photo documentations, etc.</p> <p>Minutes of the meeting with education partners, attendance sheets, photo documentations with caption.</p>
<p>April to June, 2026</p> <p><i>*For Brigada Eskwela Plus which is to be conducted after the regular B.E., resources</i></p>	<p>Generate resources for B.E. 2026 through Fund Raising Activities (FRA) or IGPs. <i>(Tap the SGC, SPTA, Alumni Association, LGU, BLGU, Businessmen, Private Individuals, NGAs, NGOs, Civic and Religious Groups, etc.)</i></p>			<p>Generated in-kind needed materials for Brigada Eskwela.</p>	<p>List of FRA/ IGPs conducted and Financial Report</p> <p>List of Donation s received by the school (attach DOD, DOD, MOA/ MOU)</p>

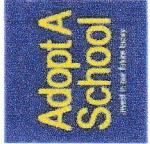
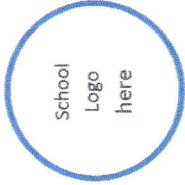


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 (pis type your District name here)

SCHOOL NAME

Name of Brgy., Municipality, Sorsogon



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Date	Program, Projects & Activities (PPAs) to be undertaken/ Innovations	Objectives	Strategies/ Methodologies/ Action Steps	Persons Responsible/Volunteers to be involved	Needed Resources (Material/ Financial Rqts. / Budget Estimate)	Expected Outputs	Means of Verification (MOV)
2. IMPLEMENTATION PHASE (June 1-6, 2026) The dates given are still tentative. A DepEd Memo for BE 2026 will be issued later.							
June 1, 2026							
<i>(insert row/s if necessary/ delete row/s if not needed)</i>							

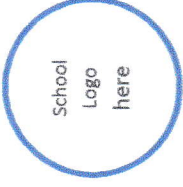


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 Department of Education
 Region V

SCHOOLS DIVISION OF SORSOGON
 (pls type your District name here)

SCHOOL NAME

Name of Brgy., Municipality, Sorsogon



BRIGADA ESKWELA 2026 DETAILED IMPLEMENTATION PLAN

Date	Program, Projects & Activities (PPAs) to be undertaken/Innovations	Objectives	Strategies/ Methodologies/ Action Steps	Persons Responsible/Volunteers to be involved	Needed Resources (Material/ Financial Rqts. / Budget Estimate)	Expected Outputs	Means of Verification (MOV)
3. POST-IMPLEMENTATION PHASE (After the implementation of B.E. 2026)							
	Assess/ Evaluate the conduct of B.E. 2026. Conduct debriefing activity.						Attendance Sheet and photos during the evaluation; Minutes
	Submit the required B.E. 2026 reports to the District Office for consolidation and submission to the SDO. (A standard template for the reports will be provided by the RO). a. Report on the number of volunteers b. Report on Resources Generated Note: Reports a & b must also be uploaded in the DPDS under Brigada Eskwela c. Inventory Custodian Slip						Vetted B.E. 2026 Reports Inventory Custodian Slip Property Acknowledgement Receipt Signed and Notarized MOA/MOU DPDS Transmittal Report

	<p>for donated properties with value below P 50,000 from Non-DepED partners/ stakeholders</p> <p>d. Property Acknowledgment Receipt for donated properties ABOVE P 50,000.00 from Non-DepED partners/stakeholders</p> <p>e. Signed and Notarized MCA/ MOU</p>						
<p>Conduct Schools' Stakeholders' Appreciation</p> <p><i>Note: Appreciation/ recognition of BE partners can also be done after the volunteers have rendered service/ turned over the donations for B.E. in the school.</i></p>							<p>Activity Proposal</p> <p>Copy of Program</p> <p>Attendance Sheets</p> <p>Photos with caption</p>
<p>Prepare and submit the DTR and S.O. of teachers who rendered service during B.E. 2026 for the granting of service credits.</p>							<p>Signed DTR</p> <p>Special Order</p>



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

DEED OF DONATION

KNOW ALL MEN BY THESE PRESENTS:

This Deed of Donation made and executed by:

(Donor's Name), (Position) herein represented by its (Position) (Name of Representative, if any) with office address at _____, hereinafter called the **DONOR**;

- in favor of -

The **Department of Education**, (complete school name) herein represented by the (School Principal/ School Head) (Name of the Principal/ School Head) with office address at _____, hereinafter called the **DONEE**

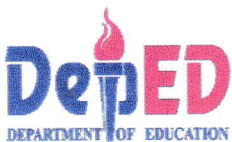
WITNESSETH

That for and in consideration of a desire to contribute a share for the cause of the education of Filipino learners through the Adopt-a-School Program of the Department of Education, the **DONOR** has freely and voluntarily given, transferred and conveyed by way of donation to the donee and its successors and assigns free and clear of any and all liens and encumbrances whatsoever all its rights, interests on:

Qty.	Unit	Complete Item Description <i>(Donated Item and its dimension, brand, color, etc.)</i>	Amount
Ex. 1	Bag	Cemex Apo Portland Cement	Php 260.00

IN WITNESS WHEREOF, the **DONOR** has set his/ her signature this ____ day of _____, 2026 at _____.

Printed Name & Sig. of Donor/ Representative



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DEED OF ACCEPTANCE

The **DONEE**, for and in behalf of the school, accepts the donation from (Name of the Donor) thru the Adopt-a-School Program. The donation details are as follows:

Qty.	Unit	Complete Item Description <i>(Donated Item and its dimension, brand, color, etc.)</i>	Amount
Ex. 1	Bag	Cemex Apo Portland Cement	Php 260.00

For and in behalf of (Name of the School), the **DONEE** expresses his/ her most sincere appreciation for the benevolence shown by the DONOR.

In witness whereof, the **DONEE** has set her hands this _____ day of _____, 2026 at _____.

(Printed Name and Signature of School Head/ Authorized Rep.)

SIGNED IN THE PRESENCE OF:

Witness Printed Name & Signature

Witness Printed Name & Signature



Republic of the Philippines
Department of Education

MAY 05 2026

DepEd MEMORANDUM
No. **027**, s. 2026

2026 BRIGADA ESKWELA IMPLEMENTING GUIDELINES

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
Attached Agencies
All Others Concerned

1. In accordance with DepEd Order No. 009, s. 2026, titled Guidelines on the implementation of the Three-Term School Calendar in Basic Education, the Department of Education (DepEd) shall conduct the **2026 Brigada Eskwela Program** from **June 1 to 5, 2026**, in preparation for the opening of classes for the school year 2026–2027. Brigada Eskwela is an annual initiative of DepEd aimed at ensuring that schools are ready for the start of the school year.

2. 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 literacy remaining the key priority of DepEd, including the improvement of school facilities, this year's Brigada Eskwela embraces the theme, *Bayanihan sa Paaralan: Nagkakaisa para sa Kaayusan at Kaalaman*, highlighting the power of collective action to strengthen both learning and school environments. This year, the initiative emphasizes enhancing school infrastructure alongside literacy development, encouraging communities nationwide to contribute to safer, more functional, and more inspiring learning spaces.

3. This year, Brigada Eskwela directs its collective efforts toward the following focus areas:

- a. Preparing schools for the new school year with clean, safe, and learner-friendly environments;
- b. Supporting reading development by providing materials and engaging stakeholders in literacy activities;
- c. Improving school infrastructure by repairing classrooms, fixing facilities, maintaining grounds, and upgrading learning spaces;
- d. Enhancing structural safety and climate resilience of school facilities;
- e. Organizing clean-up drives to remove clutter, clear pathways, and enhance the appearance of school surroundings;

- f. Encouraging volunteerism and community involvement to improve school facilities and programs;
- g. Building data-driven partnerships with the community to address school needs; and
- h. Verifying school resources and creating accurate inventory data with community support.

4. The DepEd Central Office (CO) will conduct the National Brigada Eskwela Kick-Off Program on **May 29, 2026**, in **Cabadbaran City, CARAGA**. The National Kick-Off serves as a platform to unite key stakeholders, highlight priority initiatives on school infrastructure and literacy, and build nationwide momentum for sustained community participation in school preparation efforts.

5. On **Monday, June 1, 2026**, at the opening of Brigada Eskwela Week, all regions shall simultaneously conduct their respective regional kick-off activities, which signal the official opening of Brigada Eskwela for SY 2026–2027 setting the tone for a coordinated and unified implementation across all regions.

6. The guidelines for the implementation of 2026 Brigada Eskwela are provided in the Enclosure.

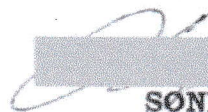
7. The 2026 Brigada Eskwela program schedule of activities shall be as follows:

Activity	Schedule
National Brigada Eskwela Kick-Off	May 29, 2026
Nationwide Brigada Eskwela Kick-Off	June 1, 2026
Brigada Eskwela Implementation, Monitoring of Schools, and inventory validation and official reporting of selected education data	June 1–5, 2026
Deadline for the submission of Brigada Eskwela resources generated in the DepEd Partnerships Database System	Schools: July 6, 2026 (to be verified and validated by schools division offices [SDOs]/regional offices [ROs])
Submission of Brigada Eskwela Transmittal or Accomplishment Report	SDOs to ROs: July 15, 2026 ROs to CO: July 30, 2026
RO and SDO Brigada Eskwela Appreciation and Recognition Ceremony	to be determined by respective ROs and SDOs

8. All ROs and SDOs shall work closely with school heads to ensure smooth planning and execution of Brigada Eskwela activities.

9. For information and clarification, please contact the **External Partnerships Service**, DepEd CO via email at external.partnerships@deped.gov.ph or externalpartnerships@deped.gov.ph or at telephone number (02) 8637-6462.




SONNY ANGARA
 Secretary

WJ

Encl.:

As stated

References:

DepEd Order (No. 009, s. 2026)

DepEd Memorandum No. 042, s. 2025

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

BUREAUS AND OFFICES
CAMPAIGN
COMMITTEES
LEARNERS
MONITORING AND EVALUATION

OFFICIALS
PARTNERSHIPS
PROGRAMS
SCHOOLS
TEACHERS

LGR, JMC, MPC, DM 2026 Brigada Eskwela Implementing Guidelines
0154 - April 16, 2026

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Enclosure 1

GUIDELINES ON THE IMPLEMENTATION OF *BRIGADA ESKWELA* FOR SY 2026-2027

RATIONALE

Brigada Eskwela, the Department of Education's (DepEd) flagship program, embodies *bayanihan* by mobilizing teachers, learners, parents, communities, and stakeholders to prepare schools for a successful school year. For School Year 2026–2027, the program focuses on improving school infrastructure and strengthening literacy. Implementation follows a structured approach through three stages: (1) **pre-implementation** (planning and preparation), (2) **implementation** (conduct of activities and volunteer engagement), and (3) **post-implementation** (monitoring, evaluation, and documentation). Aligned with DepEd Order No. 009, s. 2026 on the Three-Term School Calendar and the DepEd's 5-point agenda for a supportive learning environment and learner well-being, these guidelines set the scope and outline monitoring and evaluation mechanisms. They also provide a clear framework to ensure the effective, organized, and sustainable nationwide implementation of *Brigada Eskwela*.

A. PRE-IMPLEMENTATION STAGE (2-3 months before the *Brigada Eskwela* Week)

To prepare for the implementation of the *Brigada Eskwela*, schools shall be guided by the following:

1. Assessment of Physical Facilities, Maintenance Needs and Learning Areas of the School

Before the implementation of *Brigada Eskwela*, the School Facilities Coordinator shall conduct a comprehensive assessment of all school infrastructure to determine readiness for the opening of classes. This shall include identifying facilities that require repair, retrofitting, upgrading, or replacement, with emphasis on structural stability, safety compliance, and disaster resilience. Classrooms, offices, libraries, laboratories, water and sanitation facilities, electrical systems, roofs, drainage, and perimeter fences shall be inspected to ensure they are safe, functional, and capable of withstanding hazards such as typhoons, earthquakes, flooding, and fire.

All identified needs shall be reflected in the School Preparedness Checklist (Attached **Annex A**), prioritized based on urgency and their impact on teaching and learning, and addressed through recommended next steps, particularly for categories marked as "not prepared," with assistance from DepEd Engineers, the School Watching Team (SWT), and Parent-Teacher Association (PTA) officers and members when necessary. Moreover, schools shall also assess the status, adequacy, and safety of bookshelves, libraries, reading corners, and other literacy support spaces to ensure that these are conducive to learning, and may conduct a reading readiness needs assessment to identify learners requiring early literacy interventions.

Other requirements necessary to ensure safe, inclusive, and resilient school operations shall likewise be identified to guide *Brigada Eskwela* planning and resource mobilization.

2. Compliance with the Absolute Prohibition on Solicitation

School heads, teachers, and other school personnel are strictly prohibited from soliciting or collecting any form of contribution including, but not limited to, *Brigada Eskwela* fees from parents or legal guardians, volunteers, partners, and stakeholders. The *Brigada Eskwela* activities shall focus on voluntary work and participation to ensure that schools are adequately prepared for the upcoming school year.

The identified school requirements shall be used by the Central, Regional, and Schools Division Offices to advocate for the support needed by the schools. The proposed *Brigada Eskwela* packages for the clean-up drive and minor repair works can also be presented to stakeholders for reference and guidance.

3. Compliance with Existing Prohibitions on Certain Partnerships

All DepEd Offices and schools shall strictly observe the prohibition on partnering with, accepting donations or sponsorships from industries that present conflicts of interest, such as, but not limited to, the tobacco, breast milk substitutes, and alcoholic beverage industries, in support of DepEd's commitment to promote healthy learning environments in schools.

- DepEd Order No. 48, s. 2016 - *Policy and Guidelines on Comprehensive Tobacco Control*
- DepEd Order No. 13, s. 2017 - *Policy and Guidelines on Healthy Food and Beverage Choices in Schools and in DepEd Offices*
- DOH-DSWD-DepEd-CHED-LEB-TESDA- DILG Joint Administrative Order 2022-0001 - *Guidelines on Healthy Settings Framework in Learning Institutions*
- Other related issuances

4. Creation of the *Brigada Eskwela* Working Committees

School Heads shall lead the creation of the working committees for the *Brigada Eskwela* as well as supervise its functions. The *Brigada Eskwela* working committees shall be composed of the following:

- School Head;
- Teachers;
- Non-teaching personnel;
- Parent-Teacher Association Officers;
- Reading Coordinators; and
- (optional) parents, learners, community members, and external stakeholders may also be part of the task force provided that the nature of the involvement is voluntary.

The School Head shall conduct orientation sessions on the tasks to be carried out for the duration of *Brigada Eskwela* implementation.

School personnel shall not require the participation of parents and learners in exchange for extra points in grades of learners.

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4.1 The *Brigada Eskwela* Working Committee Responsibilities:

4.1.a Conduct Extensive Public Awareness Campaigns

- Promote public awareness and encourage involvement in *Brigada Eskwela*, which may include the dissemination of advocacy materials and the conduct of awareness campaigns.

4.1.b Establishment of Partnerships for Resource Mobilization

- Mobilize resources such as books, reading kits, reading materials, repair and maintenance supplies, manpower, and volunteer services to support the conduct of *Brigada Eskwela*, in accordance with Republic Act No. 4206, as amended by RA No. 5546, entitled "An Act Prohibiting the Sale of Tickets and/or the Collection of Contributions for Whatever Project or Purpose from Students and Teachers of Public and Private Schools, Colleges and Universities," which prohibits the collection of contributions from school children. Consistent with this law, the sale of tickets or solicitation of contributions, whether voluntary or otherwise, from learners, school children, and teachers in public and private schools for any project or purpose is strictly prohibited. This policy shall be observed in accordance with DepEd Order No. 5, s. 1992 (Policy on Solicitation of Contributions), DepEd Order No. 47, s. 2022 (Promotion of Professionalism in the Implementation and Delivery of Basic Education Programs and Services), and DepEd Order No. 49, s. 2022 (Amendment to DepEd Order No. 47, s. 2022).
- Determine target resources and identify potential volunteers and partners.
- Accept donations from partners before and during the *Brigada Eskwela* week.
- Ensure that the pledges/ commitments of partners are delivered.
- Craft a Memorandum of Understanding (MOU) and/ or Memorandum of Agreement (MOA) determining the roles and responsibilities of the parties involved (the school and its partners)

4.1.c Program Implementation

- Direct and monitor the implementation of different activities as specified in the school work plan, aligned with the School Improvement Plan (SIP) and Annual Implementation Plan (AIP).
- Provide guidance and direction to work teams in the performance of assigned tasks.
- Monitor actual accomplishments vis-a-vis identified needs and planned activities.

4.1.d Handling of Administrative and Financial Matters

- Provide administrative support and manage funds that will be generated in support of *Brigada Eskwela*.
- Ensure that all in-kind donations and services from government and private partners are duly recorded and utilized in compliance with existing rules and regulations, and that the appropriate forms such as the Acknowledgement Receipt and Inventory Custodian Slip are used to acknowledge receipt of donations.

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- Provide logistical support to volunteers such as but not limited to, work materials, first aid, refreshments, etc.
- Conduct daily inventory of all materials used.
- Prepare documents required for the availment of tax incentives by partners such as, but not limited to:
 - a. Notarized Memorandum of Agreement (MOA);
 - b. Notarized Deed of Donation and/ or Deed of Acceptance; and
 - c. Other required documents.

4.1.e Documentation

- Prepare necessary documentation and reports of the *Brigada Eskwela* Program including photo/video documentation.
- Prepare daily reports on donations received and services rendered.
- Record the daily attendance of volunteers.
- Report all forms of support provided by stakeholders in the DepEd Partnerships Database System (DPDS).

5. External Partners participation in the *Brigada Eskwela*

The following matrix indicates the possible steps/actions that potential external partners may undertake to ensure active engagement during the *Brigada Eskwela* week.

Stakeholders	Nature of Engagement
Provincial / City / Municipal Government Units	<ol style="list-style-type: none"> a. Coordinate/engage with DepEd regional or division offices b. Secure a copy of the school preparedness checklist c. Convene the Local School Board (LSB) to identify possible support on school preparedness/ readiness d. Mobilize local support through the business sector, philanthropies, academe, and local organizations to assist schools' preparations for class opening e. If available, include schools in the early warning system implemented in the locality f. If possible, issue a local ordinance or resolution to support the implementation of <i>Brigada Eskwela</i>
Barangay Government Units	<ol style="list-style-type: none"> a. Coordinate/engage with nearby elementary and/or secondary schools b. Participate in school preparatory meetings for <i>Brigada Eskwela</i> c. Mobilize local assistance to support school readiness strategies d. Secure a copy of the school preparedness checklist e. Support the school preparedness strategies

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Stakeholders	Nature of Engagement
Private partners/individuals Other national government agencies	<ul style="list-style-type: none"> a. Coordinate/engage with DepEd central office, regional office, division or district office or school b. Secure a copy of the school preparedness checklist or <i>Brigada Eskwela</i> Plan c. Choose from the <i>Brigada Eskwela</i> Packages on the intervention to be provided to schools d. Provide advocacy /information materials for schools e. Identify and communicate support that will be provided to schools f. Support the school readiness/preparedness strategies
Local/NGOs Volunteers	<ul style="list-style-type: none"> a. Coordinate/engage with target elementary and/or secondary schools b. Secure a copy of the school preparedness checklist or <i>Brigada Eskwela</i> Plan c. Signify interest to assist the school during preparation for class opening d. Participate in school preparatory meetings for <i>Brigada Eskwela</i> e. Identify and communicate support that will be provided to schools f. Support the school preparedness strategies
Parents	<ul style="list-style-type: none"> a. Participate voluntarily in school preparatory meetings for <i>Brigada Eskwela</i> b. Set an example for children in doing community service c. Render voluntary support to the school preparedness strategies

6. *Brigada Eskwela* Packages

Education partners and stakeholders may look into the following *Brigada Eskwela* packages to serve as guidance for the support to be provided to the schools. Other interventions may be provided depending on the capacity and available resources.

General Category	Suggested Items
Structural Repairs & Reinforcement - for repairing classrooms, roofing, walls, and foundations to ensure safety and resilience against natural hazards	<ul style="list-style-type: none"> - Cement, sand, gravel, hollow blocks - plywood, roofing sheets - waterproofing materials
Repair & Maintenance Package - for minor repairs and fixing damaged areas	<ul style="list-style-type: none"> - Hammers, screwdrivers, pliers, and wrenches - Nails, screws, nuts, and bolts - Wood glue, varnish, and sandpaper - Door locks, hinges, and padlocks

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General Category	Suggested Items
Reading Kits - for supporting the development of learners' reading skills	<ul style="list-style-type: none"> - Supplementary reading materials - Workbooks/activity sheets and coloring books - Reading Assessment tools (like tests or passages)
General Cleaning & Sanitation - for keeping classrooms and school grounds clean	<ul style="list-style-type: none"> - Brooms, dustpans, mops, and buckets - Trash bags, gloves, and face masks - Disinfectant, detergent, alcohol, and soap - Sponges, rags, and scrub brushes
Painting & Beautification - for making the school environment more vibrant	<ul style="list-style-type: none"> - Paint (white, colored, and blackboard paint) - Paintbrushes, rollers, and trays - Wall putty and sandpaper
Electrical & Lighting - for safe and efficient lighting & electrical systems	<ul style="list-style-type: none"> - Light bulbs, LED tube lights - Extension cords and electrical outlets - Electrical tape and wire connectors - Circuit breakers and fuses
Gardening & Landscaping - for greener and more sustainable school grounds	<ul style="list-style-type: none"> - Plants, seedlings, and fertilizer - Shovels, rakes, and watering cans - Plant boxes and garden beds - Compost bins for waste management
Water & Sanitation Maintenance - for ensuring proper water supply and clean restrooms	<ul style="list-style-type: none"> - Toilet and sink repair tools (plungers, wrenches) - Pipes, faucets, and plumbing sealants - Drinking water dispensers and filters - Handwashing stations with soap dispensers/dishes
Classroom Essentials - for ensuring a well-equipped learning space	<ul style="list-style-type: none"> - Blackboards and bulletin boards - Student desks, chairs, and teacher's table
Technology & Digital Learning - for enhancing digital learning and school connectivity	<ul style="list-style-type: none"> - Computers, printers, and projectors - Wi-Fi routers and network cables - USB flash drives and external hard drives - Educational software and e-learning resources
Safety & Disaster Preparedness - for emergency readiness and school safety	<ul style="list-style-type: none"> - Fire extinguishers and smoke detectors - First-aid kits (bandages, antiseptics, gloves) - Emergency exit signs and glow-in-the-dark stickers - Flashlights, batteries, and whistles
Volunteer Service - for community support, manpower assistance or expertise to assist learners and teachers,	<ul style="list-style-type: none"> - Skilled volunteers (carpenters, electricians, plumbers, painters) - Professionals (e.g. doctor, lawyers, others) - Parents, teachers, learners, and community members
Snacks and Food for Volunteers (Compliant with DepEd Order No. 13, s. 2017)	<ul style="list-style-type: none"> - Bottled water, juice, drinks, and refreshments - Bread, biscuits, and packed snacks - Rice meals and packed lunches

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General Category	Suggested Items
- for keeping volunteers energized and motivated	
Health and Hygiene Kits - for maintaining personal cleanliness	<ul style="list-style-type: none"> - Facemasks - Soap - Toothpastes and toothbrushes - Sanitary pads for female high school learners
Learner's Kit - for equipping students with essential school supplies	<ul style="list-style-type: none"> - Notebook - Pad paper - Pencil, ball pen - Crayons - Ruler, small scissors, pencil sharpener - Glue/pastes - Bag
Teacher's Kit - for teacher's daily instructional use	<ul style="list-style-type: none"> - Manila paper, cartolina, bondpaper - Scissors, ruler, pencil sharpener - Pen (black and red) - Markers (black and blue) - Lesson plan notebook - Chalk
Emergency Kit - for ensuring readiness during natural disasters or crises	<p>For Learners</p> <ul style="list-style-type: none"> - Whistle, flashlight/battery <p>For Teachers</p> <ul style="list-style-type: none"> - Whistle - Flashlight, radio, battery - Boots, raincoats, umbrellas - Toiletries - Bottled water - Emergency hotline list - Evacuation guide
Medical Devices - for basic health monitoring and care	<ul style="list-style-type: none"> - Infrared and digital thermometer - Pulse oximeter - Thermal scanner - Stethoscope - Blood pressure monitor machine - Stretcher
Emergency Kit for School - for school-wide emergency response	<ul style="list-style-type: none"> - First aid kit - Flashlight, radio, batteries - Bell, whistle - Electrical tape, rope
First Aid Kit - for providing immediate treatment for minor injuries	<ul style="list-style-type: none"> - Burn ointment, povidone-iodine (e.g. Betadine,), alcohol, hydrogen peroxide - Adhesive bandage (band-aid), bandage, gauze, plaster tape, cotton - Bottled water - Gloves

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The external partners and stakeholders may contact the following DepEd offices for information of their engagement in the *Brigada Eskwela*:

Central Office:	External Partnerships Service (EPS) external.partnerships@deped.gov.ph / eps.od@deped.gov.ph (02) 8637-6462
Regional Office:	Education Support Service Division (ESSD) https://tinyurl.com/DepEdROSDODirectory
Schools Division Office:	School Governance Operations Division (SGOD) https://tinyurl.com/DepEdROSDODirectory
Schools:	Office of the School Head Nearest public elementary and secondary schools

B. IMPLEMENTATION STAGE

The actual implementation of the *Brigada Eskwela* week is on **June 1-5, 2026**. As a matter of policy, all work and tasks performed under the *Brigada Eskwela* period shall be **voluntary in nature**.

1. Conduct of *Brigada Eskwela* Kick-Off

The National *Brigada Eskwela* Kick-Off Program, led by the DepEd-Central Office, will be held on **May 29, 2026**, in **Cabadbaran City, CARAGA**, to bring together key stakeholders, showcase priority initiatives in school infrastructure and literacy, and generate momentum for nationwide community participation.

Building on this, *Brigada Eskwela* Week shall officially commence on **June 1, 2026, Monday**. All regions shall simultaneously conduct their regional kick-off activities, marking the formal start of the School Year 2026–2027 preparations and ensuring a coordinated, unified implementation across the country. Attached as **Annex B** is the proposed Program of Activities for the Nationwide Kick Off Program.

To ensure widespread participation, the activity will be livestreamed on the official DepEd Philippines Facebook page, serving as both a launch and promotion of *Brigada Eskwela*.

The Schools Division Offices may participate in the Regional Kick Off, organize their own kick off activities, or may do the monitoring of the *Brigada Eskwela* implementation in the schools.

The schools may initiate the kick off with an advocacy caravan, followed by the presentation of the School Preparedness Plans to the stakeholders. Subsequently, voluntary work within the school premises will take place.

2. Suggested Activities within the *Brigada Eskwela* week

Based on school preparedness plan, schools shall select appropriate activities for implementation during the *Brigada Eskwela* week from the following suggested list:

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Activities	Day 1	Day 2	Day 3	Day 4	Day 5	Persons Responsible	Expected Output/s
Kick Off Ceremony	/					Brigada Eskwela Working Committees	Program of Activities Pledges of Commitment
Presentation of Major projects/activities to be done	/					School Head	Presentation
Presentation of Brigada Eskwela Plan	/					School Head	Presentation
Registration of Partners and Stakeholders / Volunteers	/	/	/	/	/	Brigada Eskwela Secretariat	Accomplished Registration Form
Receipt of donations, resource/supplies	/	/	/	/	/	Brigada Eskwela Working Committees	Registry of donations, resources and supplies received
General cleaning of classrooms and school premises	/	/	/	/	/	Brigada Eskwela Working Committees / Volunteers	Daily Accomplishment Report
Repair/Repainting/ Replacement/ Rehabilitation of school facilities such as roofs/gutters, walls, comfort rooms and other	/	/	/	/	/	Brigada Eskwela Working Committees / Volunteers	Daily Accomplishment Report
Other maintenance works	/	/	/	/	/	Brigada Eskwela Working Committees / Volunteers	Daily Accomplishment Report
*Reading/Storytelling Session with Learners	/	/	/	/	/	Volunteers	Daily Accomplishment Report
*Tree Planting	/	/	/	/	/	Volunteers	Daily Accomplishment Report
Closing Program					/	Brigada Eskwela Working Committees	Report of accomplishment Program of Activities, Presentation of Accomplishment Certificate of Appreciation and Recognition

* The activity can be carried out on any day during the 5-day implementation period

3. Maintenance of Clean Schools

Schools shall ensure that school grounds, classrooms and all its walls, and other school facilities are clean and free from **unnecessary** decorations, tarpaulin, and posters at all times. Oversized signages with commercial advertisements, words of sponsorships, and/ or endorsements or announcements of any kind or nature shall be taken down in compliance with DepEd Order No. 37, s. 2010 titled "Prohibition on Use and/or Display of School Signages Showing Commercial Advertisements, Sponsorships, and/ or Endorsements." Classroom walls shall remain bare and devoid of posters, decorations or other posted materials. Classrooms should not be used to stockpile materials and should be clear of other unused items or items for disposal.

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C. POST-IMPLEMENTATION STAGE

Post-implementation is the period after the conduct of the *Brigada Eskwela* week. The collected data shall be consolidated in preparation for the school's accomplishment report. The following steps shall be undertaken:

1. Preparation and Submission of *Brigada Eskwela* Accomplishment Report

Schools must prepare and submit a *Brigada Eskwela* Accomplishment Report, summarizing all activities, partnerships, and resources during the entire *Brigada Eskwela* period. A Daily Accomplishment Report may also be kept to track tasks and activities completed each day, ensuring accurate monitoring of progress. The following shall be undertaken:

- 1.1. Accomplish school's *Brigada Eskwela Report* through the DepEd Partnerships Database System (DPDS) by logging in to the school account at <https://partnershipsdatabase.deped.gov.ph>. For SY 2026–2027, the consolidated report of all activities and partnerships conducted from May to June 2026 will be considered as 2026 *Brigada Eskwela*-generated resources. Any technical issues in reporting partnership data in the DPDS should be directed to support.dpds@deped.gov.ph.
- 1.2. Other projects and activities completed with the help of stakeholders and partners outside the *Brigada Eskwela* week shall be reported through the DPDS.

Schools shall submit their *Brigada Eskwela* resources generated in the DPDS on or before July 6, 2026. These submissions shall be subject to verification and validation by the Schools Division Offices (SDOs) and Regional Offices (ROs). Likewise, the *Brigada Eskwela* Transmittal or Accomplishment Report shall be submitted by SDOs and ROs on July 15, 2026, and by Regional Offices to the Central Office on July 30, 2026.

The school heads 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. 082, 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:

- i. Inventory Custodian Slip (Attached as **Annex C**) for donated properties with a value below P50,000.00; and
- ii. Property Acknowledgment Receipt (Attached as **Annex D**) for donated properties worth P50,000.00 and above.

2. Sustaining *Brigada Eskwela*

School improvement does not end on the last day of the *Brigada Eskwela* week. It may be a year-round undertaking to guarantee our school children have a conducive learning environment.

ROs, SDOs, and schools are encouraged to acknowledge and recognize the contributions of partners and volunteers in promoting safe, secure, and conducive learning environment. Along with updates on their donations, they may send letters of gratitude to express appreciation and inspire continued support.

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The partnerships shall likewise be sustained. There may be tasks in the *Brigada Eskwela* work plan, or other school needs that may come up during the school year, where schools still requires the help of stakeholders.

Other possible sustainability strategies that may be implemented by all levels of governance:

- 2.1 Keep the stakeholders informed of the status and progress of the programs/ projects.
- 2.2 Listen to the ideas and concerns of stakeholders through the conduct of fora, focus group discussions, etc.
- 2.3 Engage partners in other school activities.
- 2.4 Conduct recognition and appreciation programs for the working committees and stakeholders. SDOs and ROs shall conduct their own recognition and appreciation programs. The RO may reward or recognize SDOs and schools for outstanding performance in implementing *Brigada Eskwela*.

3. Service Credits/Compensatory Time-off

Teaching personnel shall be entitled to earn Vacation Service Credits arising from their active involvement as members of the school *Brigada Eskwela* working committees and/ or voluntary services in the *Brigada Eskwela* activities. Teachers shall earn one-day service credit for accumulated 8 hours of service as committee members and/ or volunteers in the school preparation and partnership engagement activities, but not to exceed the total of five days' service credits. The computation of the service credits to teachers shall be in accordance with DepEd Order No. 13, s. 2024 titled *Revised Guidelines on the Grant of Vacation Service Credit for Teachers*.

DepEd employees in all governance levels are encouraged to join *Brigada Eskwela* and may serve for 2 days within the *Brigada Eskwela* week. This shall be considered official time.

Likewise, non-teaching personnel shall be granted Compensatory Time Off (CTO) for all services rendered during weekends/holidays as members of the *Brigada Eskwela* working committees and/ or voluntary services in the *Brigada Eskwela* activities. Eight hours of accumulated services are equivalent to one-day CTO.

4. Recognition and Appreciation of Partners

Recognition and appreciation of partners and stakeholders who contributed to the success of the *Brigada Eskwela* may be determined at the school, district, and/or division levels. As part of these efforts, updates on their donations and letters of gratitude may be provided to acknowledge their contributions, express appreciation, and encourage continued support.

The following are suggested qualifiers, subject to the recommendation and approval of the committee:

- i. *Group/Institutional*- may be given to partners (e.g. *NGA/LGU, Private, NGO*) who have supported the school/institution for 3 consecutive years.
- ii. *Individual* - may be given to the Chief Local Executive, Barangay leaders, School Head, Partnership Focal Person, and other individuals who have shown immense support for the realization of *Brigada Eskwela* goals.

4.1 Recognition and Appreciation of Partners at the SDO Level

At the SDO level, the Schools Division Superintendent (SDS) shall serve as the Committee Chair with the School Governance and Operations Division Chief (SGOD) and Senior Education Program Specialist (SEPS) for Social Mobilization and Networking (SMN) as co-chairs to further determine who among the stakeholders shall receive due recognition. The conferment of such may be given during culminating activity or Partners Recognition Program, as deemed applicable.

4.2 Recognition and Appreciation of Partners at the RO Level

At the RO, the Regional Director (RD) shall serve as the Committee Chair with Education Support Services Division (ESSD) Chief and Regional Partnership Focal Person (RPFP) as co-chairs. As to Individuals, Exemplary Division Partnership Focal Person may also be conferred.

Expenses to be incurred for the culminating and conferment activity, including plaques, certificates, and the like, may be charged against Regional Maintenance and Other Operating Expenses (MOOE) and Division MOOE/local funds for Division and program support fund from the Central Office, subject to the usual government accounting and auditing rules and regulations.

D. ROLES AND RESPONSIBILITIES

1. Central Office (CO)

The External Partnership Service (EPS) shall:

- 1.1. Issue School Preparedness Guidelines which provide a checklist on school preparedness measures.
- 1.2. Conduct various advocacy campaigns to encourage the partners to participate in the *Brigada Eskwela*;
- 1.3. Lead the conduct of the *Brigada Eskwela* National and Nationwide Kick Off Program;
- 1.4. Monitor the week-long implementation of *Brigada Eskwela* through the ROs;
- 1.5. Verify and evaluate the submissions of *Brigada Eskwela* Reports in the DPDS;
- 1.6. Coordinate with the DepEd-Policy and Planning Service relative to the implementation of the National Inventory Day;
- 1.7. Provide updates to the media and the general public through the Public Affairs Service (PAS), DepEd-CO on the status of implementation; and
- 1.8. Coordinate and facilitate the distribution of donations received by the CO to identified regional, division, and schools;

2. Regional Office (RO)

The Education Support Services Division (ESSD) shall:

- 2.1 Lead and monitor the actual implementation of *Brigada Eskwela* Kick Off at the Region;
- 2.2 Engage local stakeholders to support the implementation of *Brigada Eskwela*;
- 2.3 Create the Regional Monitoring Team for approval of the RD;
- 2.4 Verify and validate the *Brigada Eskwela* Reports of the SDOs in the DPDS;
- 2.5 Conduct planning meetings with SDOs to determine school needs;
- 2.6 Provide technical assistance to SDOs in formulating strategies to support school preparedness; and
- 2.7 Validate, monitor, and prepare a report on the implementation of preparedness strategies.

3. Schools Division Office (SDO)

The School Governance Operations Division (SGOD) shall:

- 3.1 Mobilize assistance from education partners and other government agencies for schools' implementation of preparedness measures;
- 3.2 Ensure support is equitably distributed to all schools;
- 3.3 Conduct daily monitoring and evaluation of the school's implementation in coordination with the Public Schools District Supervisors (PSDS).
- 3.4 Create the division monitoring team for approval of the SDS;
- 3.5 Verify and validate the submission of partnership interventions of the schools through the PSDS;
- 3.6 Recommend schools for the monitoring by the RO;
- 3.7 Verify and validate the *Brigada Eskwela* Reports of the schools in the DPDS;
- 3.8 Conduct orientation on the *Brigada Eskwela* implementing guidelines;
- 3.9 Plan for stakeholders' recognition and appreciation activities;
- 3.10 Coordinate with local government agencies and uniformed personnel;
- 3.11 Ensure availability of the summary of school-level data for local partners' preferences;
- 3.12 Prepare a list of schools that would be needing the most assistance from partners; and
- 3.13 Prepare a *Brigada Eskwela* summative report to be submitted to the RO for verification.

4. Public Schools

The school heads shall:

- 4.1 Spearhead the implementation of school preparedness activities;
- 4.2 Create the *Brigada Eskwela* Working Committee;
- 4.3 Identify relevant *Brigada Eskwela* activities aligned to School Improvement Plan and Annual Improvement Plan;
- 4.4 Identify potential partners;
- 4.5 Ensure the conduct of *Brigada Eskwela* activities are in accordance with the guidelines;
- 4.6 Submit resources generated and names of volunteers to the PSDS;
- 4.7 Prepare and submit *Brigada Eskwela* Report to the DPDS;
- 4.8 Provide partners and stakeholders with periodic updates on the progress of the spearheaded project through a coffee table-style accomplishment report that likewise serves to acknowledge and recognize their contribution; and

4.9 Initiate innovations designed to further strengthen the performance of teachers and learners once the school is fully improved and no further physical enhancements are necessary.

5. Partners and Stakeholders

Partners and stakeholders shall monitor, in coordination with the school, division, region or central office, the status of the project/s implemented during the *Brigada Eskwela* week. They may refer to *Brigada Eskwela* Packages on possible intervention to be provided in the school.

6. Volunteers

Volunteers shall coordinate with the school and assist in the *Brigada Eskwela* activities.

7. Teachers

Teachers shall:

- 7.1 Assist the School Head in the implementation of the activities prepared for the day and/or the week;
- 7.2 Engage parents of the learners to participate in *Brigada Eskwela* voluntarily;
- 7.3 Monitor the assigned tasks performed by the volunteers; and
- 7.4 Identify classroom needs to ensure readiness.

8. Supreme Student Government (SSG)/Supreme Pupil Government (SPG) Officers

The SSG / SPG Officers shall assist their homeroom teachers in the implementation of *Brigada Eskwela* activities.

9. *Brigada Eskwela* Technical Working Group (TWG)

To facilitate the smooth and efficient implementation of the *Brigada Eskwela*, a TWG has been established. The TWG shall be responsible for organizing, coordinating, and overseeing all event-related activities of the *Brigada Eskwela*.

2026 *Brigada Eskwela*

Program Management : USec. Fatima Lipp D. Panontongan
USec. Malcolm Garma
ASec. Cilette Liboro Co
ASec. Jocelyn D.R. Andaya
Dir. Jan Kevin Rivera

2026 *Brigada Eskwela* National and Simultaneous Regional Kick Off

Program Management : ASec. Cilette Liboro Co
Dir. Jan Kevin Rivera
Dir. Maria Ines Asuncion (National Kick Off)
All Regional Directors (Regional Kick Off)

Program Committee : Rolly V. Soriano
Davedinah Cometa-Robin
Jho-ana A. Llana

Edmund Mendoza (National Kick Off)
Adrilene Mae Castaños (National Kick Off)
Education Support Services Division Chiefs
Regional Partnership Focal Persons
Division Partnership Focal Persons

The composition of the 2026 *Brigada Eskwela* National Kick Off TWG will be detailed in a separate memorandum.

E. REFERENCES

Department of Education. (2026). DepEd Order No. 009, s. 2026, *Guidelines on the Implementation of the Three-Term School Calendar in Basic Education*.

Department of Education. (2025). DepEd Order No. 012, s. 2025, *Multiyear Implementing Guidelines on the School Calendar and Activities*.

Department of Education. (2015). DepEd Order No. 40, s. 2015, *Guidelines on K to 12 Partnerships*.

Department of Education. (2013). DepEd Order No. 2 s. 2013. Revised Implementing Rules and Regulations of Republic Act 8525, *An Act Establishing An "Adopt-A-School Program," Providing Incentives Therefor, and For Other Purposes*.

Department of Education. (2011). DepEd Order No. 082, s. 2011, *Guidelines on the Proper Recording of all Donated Properties*.

Department of Education. (2008). DepEd Order No. 24 s. 2008, *Institutionalisation of Brigada Eskwela Program of the National Schools Maintenance Week (NCMW)*.

ANNEX A

School Preparedness Checklist

CATEGORY	PREPAREDNESS STATUS			REMARKS
	Fully Prepared Fully Prepared -100% compliance	Partially Prepared Partially Prepared -does not meet any one of the requirements/features/characteristics	Not Prepared Not Prepared - does not meet all requirements	
I. Facilities and Infrastructure <ul style="list-style-type: none"> ▪ Classrooms are clean, well-ventilated, and conducive to learning ▪ Electrical wiring, outlets, and lighting systems are inspected and functional ▪ Water supply, plumbing, and sanitation facilities are clean and operational ▪ Furniture (desks, chairs, tables) is in good condition and sufficient for enrolled learners ▪ Emergency exits are clearly marked and accessible ▪ School grounds are free from hazards (e.g., debris, broken glass, etc.) 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
II. Learning Resources <ul style="list-style-type: none"> ▪ Sufficient textbooks, modules, and other learning materials are available ▪ Teaching aids (projectors, visual materials, etc.) are functional and accessible ▪ ICT equipment (computers, tablets) is tested and ready for use ▪ Libraries and reading corners are organized and equipped 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
III. Health and Safety <ul style="list-style-type: none"> ▪ First aid kits are complete and easily accessible ▪ Emergency contact information is updated and displayed prominently ▪ School disaster preparedness plan is reviewed and communicated to staff 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

	<ul style="list-style-type: none"> ▪ Health protocols (e.g., handwashing stations, sanitation supplies) are in place 				
IV.	Staff and Personnel <ul style="list-style-type: none"> ▪ Teachers have received orientation or briefing on school policies and programs ▪ Security personnel are properly assigned and briefed on protocols ▪ Guidance counselors and support staff are available as needed 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
V.	Enrollment and Documentation <ul style="list-style-type: none"> ▪ Updated student records, including contact details and medical information ▪ Class schedules, sections, and teacher assignments are finalized ▪ Parent-teacher communication channels are established 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
VI.	Partnerships and Community Engagement <ul style="list-style-type: none"> ▪ Partnerships with local stakeholders (e.g., LGUs, NGOs) are coordinated ▪ Volunteers for school maintenance and volunteer activities are identified ▪ Advocacy campaigns for <i>Brigada Eskwela</i> are implemented 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
VII.	Emergency and Disaster Preparedness <ul style="list-style-type: none"> ▪ Fire extinguishers, emergency alarms, and evacuation plans are in place ▪ Emergency drills (earthquake, fire, etc.) are scheduled and communicated ▪ Designated evacuation areas are identified and prepared 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
VIII.	Support for Learners <ul style="list-style-type: none"> ▪ Counseling support services are available ▪ Inclusive education measures for learners with special needs are implemented ▪ School feeding programs are prepared if applicable 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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ANNEX B

Proposed Program of Activities for the Nationwide Kick Off Program (Simultaneous):

TIME	ACTIVITY
NATIONWIDE KICK OFF PROGRAM	
7:00 AM	<i>Brigada Eskwela</i> Caravan and Advocacy Campaign
8:00 AM	Arrival and Registration at the Host Venue Tree Planting Activity
9:00 AM	Opening Program <ul style="list-style-type: none">• Preliminaries• Opening Message• AVP on the 2025 <i>Brigada Eskwela</i> Highlights
9:30 AM	Keynote Message <ul style="list-style-type: none">• Call to Action• Symbolic Turnover of Donations and Resources
10:30 AM	<ul style="list-style-type: none">• <i>Brigada Eskwela</i> Booths Showcasing the various School Preparedness Plans and Initiatives
11:00 AM	Volunteer Activities within the host school <ul style="list-style-type: none">• Minor Repair• Storytelling activity• Cleaning and Repainting
1:00 PM onwards	<ul style="list-style-type: none">• School Visit and Monitoring of <i>Brigada Eskwela</i> activities• Dialogue with PTA and other organizations

ANNEX C

INVENTORY CUSTODIAN SLIP

Entity Name: _____
 Fund Cluster: _____

ICS No: _____

Quantity	Unit	Amount		Description	Inventory Item No.	Estimated Useful Life
		Unit Cost	Total Cost			

<p>Received from:</p> <p>_____</p> <p style="text-align: center;">Signature Over Printed</p> <p>_____</p> <p style="text-align: center;">Name Position/Office</p> <p style="text-align: center;">Date</p>	<p>Received by:</p> <p>_____</p> <p style="text-align: center;">Signature Over Printed</p> <p>_____</p> <p style="text-align: center;">Name Position/Office</p> <p style="text-align: center;">Date</p>
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