



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

February 15, 2025

DIVISION MEMORANDUM

No. 135, s. 2025

DIVISION BRIGADA ESKWELA 2025

TO : Asst. Schools Division Superintendent
SGOD and CID Chiefs
Education Program Supervisors
Public School District Supervisors
Elementary & Secondary School Heads
All others concerned

1. In preparation for the opening of classes, the Brigada Eskwela shall be implemented. To instil awareness of the public on BE activities and to signal the Division Kick-off of the implementation of BE program, a caravan will be conducted. All personnel involved on the Brigada Eskwela (BE) Kick-off must wear their respective Brigada Eskwela attire.
2. The Division Brigada Eskwela Kick-off will be held at **Bayo Elementary School, Oquendo 3 District in June 2025**, Matrix is reflected in *Annex A*. Conduct of Brigada Eskwela 2025 monitoring will follow a day after the conduct of Division Brigada Eskwela kick-off.
3. Attached under *Annex B* is the Brigada Eskwela Monitoring Team.
4. To promote the spirit of **Bayanihan and voluntarism**, all teaching and non-teaching personnel of this office are encouraged to support and bring donations in any material form to the host school as well as cleaning materials to be used during the brigada activity.
5. Teaching personnel are entitled to earn vacation service credits arising from their active involvement as members of the Brigada Eskwela working committees and/or voluntary services in the Brigada Eskwela activities. Teachers shall earn a one-day service credit for accumulated eight hours of services as committee member or volunteer in the school preparation and partnership engagement activities, but not to exceed the total of six days' service credits. The computations to teachers shall be in consonance with DepEd Order No. 53 s. 2003 titled "*Updated Guidelines on Grant of Vacation Service Credits to Teacher*". Likewise, non-teaching personnel shall be granted Compensatory Time-Off (CTO) for all services rendered during weekends as members of the Brigada Eskwela working committees and/or voluntary services in the BE activities. Eight hours of accumulated services are equivalent to one-day CTO.



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6. Expenses that will be incurred during the Division Brigada Eskwela 2025 activities shall be chargeable against the Building Partnership and Linkages Program - Partnership Support Funds (PSF-BPLP) for Fiscal year 2025 and Special Education Fund (SEF) Fiscal year 2025, while Schools Brigada Eskwela activities shall be chargeable against school funds/ MOOE, SEF, LGU and General Funds subject to accounting rules and regulations.
7. For questions and clarifications, you may contact the Division Brigada Eskwela Focal Person **Ms. Carren Meryl A. Cabadsan @ 09763427843** or socmob@calbayog.ph.education.
8. This Memorandum serves as the **Travel Authority** of the participants.
9. For the information and guidance of all concerned.




MARGARITO A. CADAYONA JR. PhD, CESO VI
OIC-Schools Division Superintendent



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ANNEX A

MATRIX

| | |
|--|---|
| 6:00 AM - 7:00 AM | ASSEMBLY TIME @ DEPED DIVISION OFFICE |
| 7: 15 AM | START OF BRIGADA ESKWELA MOTORCADE (AROUND CITY PROPER – Oquendo 3) |
| 8:00 AM | START OF THE PROGRAM |
| PART I – PROGRAM PRELIMINARIES | NATIONAL ANTHEM PRAYER QPS DEPED HYMN BRIGADA ESKWELA 2025 THEME SONG |
| ↓ ACKNOWLEDGMENT OF PARTICIPANTS | PSDS, Oquendo 3 District |
| ↓ WELCOME REMARKS | DR. JUN-NILOU D. DULFU OIC-ASST. SCHOOLS DIVISION SUPERINTENDENT |
| ↓ STATEMENT OF PURPOSE/ RATIONALE | DR. AVELINA P. TUPA EPS – OIC SGOD CHIEF |
| ↓ OFFICIAL DECLARATION OF THE BRIGADA ESKWELA 2024 INSPIRATIONAL MESSAGE | DR. MARGARITO A. CADAYONA JR. CESO VI OIC-SCHOOLS DIVISION SUPERINTENDENT |
| ↓ MESSAGE OF SUPPORT | CITY MAYOR |
| | CITY VICE MAYOR |
| ↓ MESSAGE OF SUPPORT | CITY COUNCILOR – <i>Committee on Education</i> |
| | BRGY. CAPTAIN |
| ↓ TURN-OVER OF DONATIONS FROM THE DISTRICTS AND OTHER PARTNERS /STAKEHOLDERS | |
| ↓ ACCEPTANCE OF DONATION MESSAGE | SCHOOL PRINCIPAL |
| ↓ AWARDING OF PLAQUES & CERTIFICATE OF RECOGNITION TO PARTNERS / STAKEHOLDERS, HOST DISTRICT & SCHOOL | |
| ↓ ANNOUNCEMENT OF WORK AREA/ ASSIGNMENT OF THE DISTRICTS & OTHER VOLUNTEERS | |
| ↓ CLOSING REMARKS | DR. RENATO S. CAGOMOC CHIEF, CID |
| PART II - MAINTENANCE WORK | |
| (VOLUNTEERS PROCEED TO THEIR WORKING AREAS) | |



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ANNEX B

BRIGADA ESKWELA MONITORING TEAM

DATE: TBA

| | | | |
|----------------------------|--|------------------------------|--|
| CORE TEAM | <p>DR. MARGARITO A. CADAYONA JR. CESO VI <i>OIC-Schools Division Superintendent</i></p> <p>DR. JUN-NILOU D. DULFU <i>OIC-Asst. Schools Division Superintendent</i></p> <p>DR. RENATO S. CAGOMOC <i>CID Chief</i></p> <p>DR. AVELINA P. TUPA <i>EPS / OIC-SGOD Chief</i></p> <p>CARREN MERYL A. CABADSAN <i>BE Division Coordinator – SEPS-SMN</i></p> <p>SHARON D. BALZA <i>EPS II</i></p> | | |
| Calbayog 1 District | Mrs. Nora G. Capetillo Dr. Geraldine P. Sumbise Ms. Ma. Marlie M. Mendoza Ms. Asther E. Bachar | Oquendo 1 District | Mrs. Noemi S. Castante Mr. Ricky S. Cano Ms. Nikki Ivy S. Dollado Ms. Adrian Marie C. Nuevo |
| Calbayog 2 District | Mrs. Alma R. Caber Mr. Joshua Sherwin T. Lim, JD Ms. Joanna Lou V. Portura Ms. Ma. Bella B. Ortiz | Oquendo 2 District | Mr. Benedicto M. Merales Dr. Lourdes L. Matan Mr. Robert Anthony Ygrubay Mr. Gary Ballon and/or Drixel Idol Ortega |
| Calbayog 3 District | Mrs. Anabelle O. Yangzon Dr. Joy B. Saldaña Ms. Galina V. Panela Ms. Ma. Benjie B. Sañora | Oquendo 3 District | Mrs. Ma. Gina U. Moreno Dr. Renato S. Cagomoc Ms. Carren Meryl A. Cabadsan Engr. Jordan De Veyra |
| Calbayog 4 District | Mr. Jose A. Abon Dr. Nelson R. Bello Mr. Oscar D. Billate Ms. Marian D. Advincula | Tinambacan 1 District | Mrs. Ma. Teresa S. Simon Dr. Marilyn S. Tahil Dr. Susana S. Queroljico Engr. Lyrian L. Montances |
| Calbayog 5 District | Mr. Reynaldo T. Bernales Dr. Erwin L. Purcia Mrs. Marita P. Senolos Dr. Arlene C. Catalan | Tinambacan 2 District | Mr. Elbert G. Ongcal Mr. Arnold A. Jaraba Ms. Sophia C. Monteron Mr. Eric Doroja |
| Calbayog 6 District | Mrs. Teresa D. Villa Ms. Mercedesita S. Garcia Mrs. Rosalia M. Rivera Mrs. Sharon D. Balza | Tinambacan 3 District | Mrs. Ester A. Siozon Mr. Noel S. Sagayap Dr. Simeon M. Panoy Ms. Patricia G. Lapara |



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