



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

Division Memorandum
No. 302 s. of 2018.

TO : ASDSs/CHIEFS SGOD/CID, EPS, PSDS/ In- Charge, SEPS, EPS II, Unit Heads, Elementary & Secondary School Heads and All Others Concerned

SUBJECT : **Monitoring and Evaluation of the Brigada Eskwela 2018 School and Classroom Readiness**

DATE : May 22, 2018

1. In response to DepEd Memorandum No. 066, series of 2018, schools and learning centers are hereby informed of the monitoring and evaluation of the Brigada Eskwela (BE) 2018 from May 28- June 2, 2018.
2. Attached is the Monitoring Tool to be used by BE Monitors (SGOD Personnel and CID Division Supervisors) during the conduct of the activity. District Supervisors and School Heads are all enjoined to give special attention to the items listed in the monitoring tool.
3. Furthermore, School Heads are all requested to prepare the data needed for item C. Generated Resources (converted into peso – worth).
4. Please be guided accordingly.
5. For widest dissemination.

WILFREDA D. BONGALOS, Ph.D., CESO V
Schools Division Superintendent

WDB

5/23/18

23 MAY 2018



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BRIGADA ESKWELA (BE) DIVISION MONITDRING TOOL
 S.Y. 2018– 2019

District:	Name of School:																																																																								
School Address:	School ID:																																																																								
(Please check appropriate box) Level: <input type="checkbox"/> Elementary <input type="checkbox"/> High School <input type="checkbox"/> Senior High School	Type of School ELEMENTARY SECONDARY <input type="checkbox"/> Central School <input type="checkbox"/> JHS & SHS <input type="checkbox"/> Brgy. School <input type="checkbox"/> Stand- Alone <input type="checkbox"/> Annex <input type="checkbox"/> Mother School <input type="checkbox"/> Annex																																																																								
School Head:	Contact Number:																																																																								
Tentative Enrolment SY 2018 – 2019																																																																									
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A. SCOPE OF WORK (Please check appropriate column)				
	Repaired	Repainted	Replaced	Others (Brief description)
1. Roofs/gutters				
2. Ceilings				
3. Walls				
4. Windows and doors				
5. Blackboards				
6. Comfort rooms				
7. Chairs/desks/tables				
8. Water facilities/drainage system				
9. Signages				
10. School garden				
11. Lighting				
12. Windows				
13. Doors				
14. Comfort rooms				
15. School grounds				
16. School canteen				
17. School fence				
18. Others, please specify:				



D. DISASTER PREPAREDNESS OF THE SCHOOL			
	Evident	Not Evident	Remarks
I. Safety Learning Facilities			
1. Calibrate electrical system for repair & upgrade.			
2. Repair minor classroom damages.			
3. Install appropriate and available fire suppression equipment or resources.			
4. Ensure that corridors and pathways are free from any obstruction.			
5. De-clog drainage and provide cover to open canals.			
6. Post safety precaution tips in the laboratories and workshops.			
7. Prepare an evacuation and exit plan.			
8. Prune trees to avoid entanglement from electrical wiring.			
9. Cordon off and post safety signage along or near construction sites and condemned buildings			
10. Secure cabinets and ensure that heavy objects are below head level			
11. Identify evacuation areas and classrooms as temporary shelters during emergencies.			
II. School Disaster Management			
12. Post emergency contact numbers in various areas			
13. Warning mechanisms installed (working emergency button/bell/ fire alarm/speakers/ text blasts)			
14. Equip school with first aid kits and other emergency preparedness supplies			
15. Identify other sources of water supply			
16. Ensure that comfort rooms & hand washing areas are functioning.			
17. ID of personnel and students/pupils have relevant personal information			
18. Database/ Directory of contact details			
19. Secure storage for safekeeping of important documents			
III. Disaster Risk Reduction in Education			
20. Identify storage area for safekeeping of pertinent school records, textbooks, teaching manuals, computers and other school equipment.			



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E. SIGNIFICANT EVENTS/EXPERIENCES (use separate sheets, if needed)

What happened?	Who were involved?	When?	What is/are important contribution to the operation of the school or to the existing needs of the school?

F. CLASSROOM READINESS

	Evident	Not Evident	Remarks
1. Lesson Plan			
2. Curriculum Guides			
3. Teaching Guides			
4. Other References			
5. Classroom Structuring			
6. Display/Bulletin Board			
7. Different Learning Corners			
8. Instructional Materials per Subject			
9. Attendance Chart			
10. Class Record			
11. Class Registrar			

G. ISSUES AND CONCERNS (Describe briefly problems encountered and how resolved)



H. LESSONS LEARNED/BEST PRACTICES

I. SUGGESTIONS TO STRENGTHEN BRIGADA ESKWELA PROJECT

Name of School Head

Name of Division Evaluator