



Republic of the Philippines  
**Department of Education**

Region I  
 SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

SDO ALAMINOS  
**RELEASED**  
 2023-08-17  
 RECORDS UNIT

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**  
**DM-2023- 383**

TO : Assistant Schools Division Superintendent  
 Chief, Curriculum Implementation Division (CID)  
 Chief, School Governance and Operations Division (SGOD)  
 School Heads of Public Elementary and Secondary Schools  
 All Others Concerned

SUBJECT : **COMPOSITION OF 2023 BRIGADA ESKWELA DIVISION M&E TEAM**

FROM : Office of the Schools Division Superintendent


DATE : August 15, 2023

- To monitor closely the implementation of the 2023 Brigada Eskwela (BE), this Office assigns the following SDO personnel who shall compose the 2023 BE Division Monitoring and Evaluation (M&E) Team:

Chairperson	Dr. Vivian Luz S. Pagatpatan, CESO VI ASDS, OIC-SDS
Co-Chairperson	Dr. Marilu N. Cardenas, ASDS
	Dr. Arturo R Viray, CES-SGOD
	Dr. Orlando I. Guerrero, CES-CID

TEAM 1	TEAM 2	TEAM 3
Leomar C. Abarra	Soledad P. Peralta	Mario D. Rantayo
Dr. December Blanche Benitez	Carlo S. Rabanal	Glenn Martin T. Raroque
Dr. Aida B. Cadawas	Bjorn M. Cruz	Jennalyn B. Orlanda
Dr. Adolfo B. Medrano	Elisa C. Ranoy	Aleta C. Begonia

- The team shall be responsible for the overall M&E of BE implementation in the 46 public schools.
- The 2023 BE Division M&E Team is enjoined to use the M&E tool attached to this memo.
- For information, guidance and compliance.

  
**VIVIAN LUZ S. PAGATPATAN, CESO VI**  
 Assistant Schools Division Superintendent  
 Officer-In-Charge  
 Schools Division Superintendent

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# Department of Education

Region I

**SCHOOLS DIVISION OFFICE OF ALAMINOS CITY**

## 2023 BRIGADA ESKWELA CRITERIA FOR OUTSTANDING IMPLEMENTERS

School: _____		School ID: _____			
Level: (Just check on the appropriate box)	<input type="checkbox"/> Elementary		<input type="checkbox"/> Secondary		
Category: (Just check on the appropriate box)	<input type="checkbox"/> Small	<input style="width: 50px;" type="text"/>	Medium	<input type="checkbox"/> Large	<input type="checkbox"/> Mega
School Head: _____		Contact Number: _____			
School BE Coordinator: _____		Contact Number: _____			

Category:	# of Teachers including the School Head	
	Elementary	Secondary
Small	9 and below	15 and below
Medium	10 to 29	16 to 30
Large	30 to 50	31 to 50
Mega	51 and above	51 and above

### 2023 Brigada Eskwela Criteria for Outstanding Implementers

A. Brigada Eskwela School Preparation Effort	Percentage		
This pertains to the preparation effort of the school to ensure cleanliness, sanitation, wash in schools, compliance to health protocols, school safety and disaster preparedness and conducive learning center.	<b>40%</b>		
A.1. Scope of Work (Based on the Brigada Eskwela Form 1 & 2) - 20%	Planned	Actual	% of Completion
Repair/ Replace/ Reconstruct/ Repaint/ Restructure of			
A.1.5. Windows			
A.1.6. Roofs			
A.1.7. Walls			
A.1.8. Doors/ Doorknobs			
A.1.9. Flooring			
A.1.10. School Furnitures like armchairs, chairs, tables, cabinets, fixtures, blackboards, etc.			
A.1.11. Ceilings			
A.1.12. Gates			
A.1.13. Classrooms			
A.1.14. Drainages			
A.1.15. School Landmarks			
Other Works			
A.1.16. Electrical Works			
A.1.17. Construction Works			
A.1.18. Plumbing Works			
A.1.19. Additional Works			
Only those planned scope of works will be rated according to what is actually done. You may not cover the 19 stated herein but at least 15 items will be done. Add all the percentage of completion and get the average then based your rating or points below.			
Percentage of Completion (See Attachment)			
A.1. SUB-TOTAL			

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# Department of Education

Region I

## SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

For 15 items and above			Rate
Percentage (%) of Completion			
96	-	100	20
91	-	95	19
86	-	90	18
81	-	85	17
76	-	80	16
71	-	75	15
66	-	70	14
61	-	65	13
56	-	60	12
51	-	55	11
46	-	50	10
41	-	45	9
36	-	40	8
31	-	35	7
26	-	30	6
21	-	25	5
16	-	20	4
11	-	15	3
6	-	10	2
1	-	5	1
0			0

For 10-14 items			Rate
Percentage (%) of Completion			
93.34	-	100	15
86.68	-	93.33	14
80.01	-	86.67	13
73.34	-	80.00	12
66.68	-	73.33	11
60.01	-	66.67	10
53.34	-	60	9
46.68	-	53.33	8
40.01	-	46.67	7
33.34	-	40	6
26.68	-	33.33	5
20.01	-	26.67	4
13.34	-	20	3
6.68	-	13.33	2
0.01	-	6.67	1
0			0

For 9 items and below			Rate
Percentage (%) of Completion			
90.01	-	100	10
80.01	-	90	9
70.01	-	80	8
60.01	-	70	7
50.01	-	60	6
40.01	-	50	5
30.01	-	40	4
20.01	-	30	3
10.01	-	20	2
0.01	-	10	1
0			0

A.2. WASH in Schools (WinS) Program During Brigada Eskwela - (10%)	Yes	No	%
A.2.1. Creating a conducive learning environment. {0.5%}			
A.2.2. Developing Life-Skills and Increasing Resiliency. {0.5%}			
A.2.3. WASH Three Star Approach Rating. {1%}			
A.2.4. Global Standards on Sanitation and Hygiene. {0.5% each for a total of 2%}			
A.2.4.1. Compliance with access to safe drinking water;			
A.2.4.2. Provision of sanitary pads. Schools are prepared to support girls during menstruation by providing sanitary pads;			
A.2.4.3. Provision/ access to gender-segregated and functional toilets; and			
A.2.4.4. Availability of handwashing facility with water and soap and enforcement of daily hygiene practices.			
A.2.5. Mobilization and Provision of the following WinS Activities. {0.5% each for a total of 6%}			
A.2.5.1. Provision of water supply, through connection with barangay water networks, construction of water pumping system, and/ or installation of rainwater catchments;			
A.2.5.2. Construction of additional toilets, particularly gender-segregated toilets for boys and girls;			
A.2.5.3. Repair and improvement of existing toilets, including desludging, to ensure functionality, privacy, comfort and security for children, especially girls;			
A.2.5.4. Construction/improvement of individual and group handwashing facilities;			
A.2.5.5. Improving accessibility to water, toilets and handwashing facilities through provision of concrete footpaths, disability ramps and roofing;			
A.2.5.6. Provision of rest space for menstruating girls that are private, secure and comfortable;			
A.2.5.7. Improvement of drainages, cleaning of roof gutters, and elimination of stagnant water;			
A.2.5.8. Provisions of hygiene supplies - soap, toothpaste, toothbrush, sanitary pads, etc. - and cleaning materials;			
A.2.5.9. Improvement of solid waste management, including the provision of garbage bins for waste segregation, compost pits and material recovery facilities and/ or securing local garbage collection services;			
A.2.5.10. Putting up hygiene messages in strategic places (toilets and eating places) to motivate proper use of toilets and handwashing at critical times, especially after using the toilet and before eating;			
A.2.5.11. Orientation of parents and other stakeholders on WinS and engaging their support for developing proper WASH practices at home and the community; and			
A.2.5.12. Orientation and Certification of Canteen Operators, Vendors and Food Handler.			
A.2. SUB-TOTAL			

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# Department of Education

Region I

## SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

<b>A.3. School Safety and Disasater Preparedness - (0.5 % @ item for 10% maximum)</b>	Yes	No	%
<b>A.3.1. Safe Learning Facilities (11 items)</b>			
A.3.1.1 Facilitates the assessment of school building structure and electrical wiring and make necessary repairs and/ or upgrades to prevent unnecessary incidents.			
A.3.1.2. Repair minor classroom damages such as broken windows, doors, blackboard, roofs and other furniture, etc.			
A.3.1.3. Install appropriate and available fire suppression, including fire extinguishers, water source and relevant indigenous materials.			
A.3.1.4. Ensure that corridors and pathways are unobstructed and that all sharp, protruding objects which may cause harm to learners are removed.			
A.3.1.5. Clean and clear drainage to prevent clogging. Cover drainage canals and provide necessary warnings.			
A.3.1.6. Cordon off and post safety signages for on-going constructions, unfinished, damaged and condemned buildings.			
A.3.1.7. Secure cabinets and drawers and ensure that heavy objects are below head level.			
A.3.1.8. Post safety measures to be observed in laboratories, workshops, and other facilities requiring the same.			
A.3.1.9. Prepare an evacuation/ exit plan and post directional signage on every floor of the building.			
A.3.1.10. Identify evacuation areas and classrooms that may be used as temporary shelters during disasters and emergencies.			
A.3.1.11. Prune trees to avoid entanglement from electrical wirings and avoid potential harm to life and property.			
<b>A.3.2. School Disaster Management (9 items)</b>			
A.3.2.6. Create database of learners with the contact details of their immediate family members/ relatives/ guardians.			
A.3.2.7. Secure and safely store vital school records.			
A.3.2.8. Coordinated with barangay officials on pedestrian safety of learners.			
A.3.2.9. Document accidents experienced by learners and personnel within the school to improved prevention and mitigation measures.			
<b>A.3.3. Risk Reduction and Resilience Education (1 item only)</b>			
A.3.3.1. Identify a storage area for safekeeping of vital schools' records, textbooks, teaching manuals, computers, and other school equipment.			
<b>A.3. SUB-TOTAL</b>			
<b>SUB-TOTAL</b>			

<b>B. Brigada Eskwela Partnerships Engagement Activities (Bayanihan Effort) to Support the Implementation - 30%</b>	Rating
<b>(Formerly Diverse Volunteer Participation with the inclusion of BP and HLSP)</b>	
This shall reflect the impact of Brigada Eskwela in terms of community participation and level of awareness on education programs. This shall also include the response of the community to volunteer to Brigada Pagbasa (BP) and Home Learning Spaces Program (HLSP).	
<b>B.1. Parents (60% of the previous SY Enrollment) including PTA and 4Ps - 15%</b>	
For the following sectors there must be at least 4 entities or groups to earn the point.	
<b>B.2. NGAs and other government organizations and public corporations, e.g. DTI, DILG, DOJ, BOC, FDA, DOST, CSC, GSIS, PSA, NEDA, AFP: PA, PN, PAF, PM, PNP, PCG and others (3%)</b>	
<b>B.3. LGUs (SK/ Barangay/ Municipal/ City/ Provincial/ Congressional District/ BFP/ CDRRMC/ and other sectors or department of LGUs like Tourism, POSO, GSO, etc. (3%)</b>	
<b>B.4. Community involvement including NGOs and Professional Associations, e.g. CSOs, Religious Organizations, PRC, Philippine Animal Welfare Society (PAWS), Philippine Chamber of Commerce and Industry (PCCI), Lions Club, Hundred Islands Club, Kiwanis Club, etc. (3%)</b>	
<b>B.5. Private Sector Involvement including Corporate Foundations and Private Schools, e.g. Ibon Foundation, Philippine Center for Investigative Journalism, Gawad Kalinga, KALIPI, McDO, Jollibee, Mang Inasal, CSI, Pandayan Bookshop, UP-Alpha Phi Omega (APO) Fraternity or other fraternities/sororities, College and Universities, etc. (3%)</b>	
<b>B.6. Pupil/ Student Organization (SSG/SPG) and Alumni Associations, e.g. Different Clubs of the students like Math Club, Science Club, Brigada Pagbasa/ HLSC Volunteers etc. (3%)</b>	
<b>SUB-TOTAL</b>	

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# Department of Education

Region I

## SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

<b>C. Brigada Eskwela Efforts to the Reading and Numeracy Program - 15%</b>	
<b>Criteria with 2.5% each</b>	<b>Rating</b>
Completeness of the Reading Implementation Plan and M&E Plan including the tool (based on BEMEF standard)	
Completeness of the Numeracy Implementation Plan and M&E Plan including the tool (based on BEMEF standard)	
Actual implementation of the Reading Program with accurate results and interpretation	
Actual implementation of the Numeracy Program with accurate results and interpretation	
Completeness of the Proposed School Intervention Plan for the Reading Program	
Completeness of the Proposed School Intervention Plan for the Numeracy Program	
<b>SUB-TOTAL</b>	

### D. Brigada Eskwela Resources Generated

This pertains to the resources generated to the Brigada Eskwela implementation. This shall be based on the prevailing market value of the items donated and shall reflect the equivalent of the volunteer man hour generated from the partnership activity(ies).

(Underline the Amount then Encircle the Rating)

<b>ELEMENTARY LEVEL</b>									
Small School		Medium School		POINTS	Large School		Mega School		
<u>P1.00</u> - P6,666.60		<u>P100,000.00</u> - P113,333.26		<b>1</b>	<u>P300,000.00</u> - P313,333.26		<u>P500,000.00</u> - P533,333.33		
<u>P6,666.70</u> - P13,333.20		<u>P113,333.27</u> - P126,666.53		<b>2</b>	<u>P313,333.27</u> - P326,666.53		<u>P533,333.34</u> - P566,666.67		
<u>P13,333.30</u> - P19,999.80		<u>P126,666.54</u> - P139,999.80		<b>3</b>	<u>P326,666.54</u> - P339,999.80		<u>P566,666.68</u> - P600,000.00		
<u>P19,999.90</u> - P26,666.40		<u>P139,999.81</u> - P153,333.07		<b>4</b>	<u>P339,999.81</u> - P353,333.07		<u>P600,001.00</u> - P633,333.33		
<u>P26,666.50</u> - P33,333.00		<u>P153,333.08</u> - P166,666.34		<b>5</b>	<u>P353,333.08</u> - P366,666.34		<u>P633,333.34</u> - P666,666.67		
<u>P33,333.10</u> - P39,999.60		<u>P166,666.35</u> - P179,999.61		<b>6</b>	<u>P366,666.35</u> - P379,999.61		<u>P666,666.68</u> - P700,000.00		
<u>P39,999.70</u> - P46,666.20		<u>P179,999.62</u> - P193,332.88		<b>7</b>	<u>P379,999.62</u> - P393,332.88		<u>P700,000.00</u> - P733,333.33		
<u>P46,666.30</u> - P53,332.80		<u>P193,332.89</u> - P206,666.15		<b>8</b>	<u>P393,332.89</u> - P406,666.15		<u>P733,333.34</u> - P766,666.67		
<u>P53,332.90</u> - P59,999.40		<u>P206,666.16</u> - P219,999.42		<b>9</b>	<u>P406,666.16</u> - P419,999.42		<u>P766,666.68</u> - P800,000.00		
<u>P59,999.50</u> - P66,666.00		<u>P219,999.43</u> - P233,332.69		<b>10</b>	<u>P419,999.43</u> - P433,332.69		<u>P800,001.00</u> - P833,333.33		
<u>P66,666.10</u> - P73,332.60		<u>P233,332.70</u> - P246,665.96		<b>11</b>	<u>P433,332.70</u> - P446,665.96		<u>P833,333.34</u> - P866,666.67		
<u>P73,332.70</u> - P79,999.20		<u>P246,665.97</u> - P259,999.23		<b>12</b>	<u>P446,665.97</u> - P459,999.23		<u>P866,666.68</u> - P900,000.00		
<u>P79,999.30</u> - P86,665.80		<u>P259,999.24</u> - P273,332.50		<b>13</b>	<u>P459,999.24</u> - P473,332.50		<u>P900,001.00</u> - P933,333.33		
<u>P86,665.90</u> - P93,332.40		<u>P273,332.51</u> - P286,665.77		<b>14</b>	<u>P473,332.51</u> - P486,665.77		<u>P933,333.34</u> - P966,666.67		
<u>P93,332.50</u> - P99,999.00		<u>P286,665.78</u> - P299,999.00		<b>15</b>	<u>P486,665.78</u> - P499,999.00		<u>P966,666.68</u> - P1,000,000.00		
<b>SECONDARY LEVEL</b>									
Small School		Medium School		POINTS	Large School		Mega School		
<u>P1.00</u> - P6,666.60		<u>P100,000.00</u> - P113,333.26		<b>1</b>	<u>P300,000.00</u> - P346,666.60		<u>P1,000,000.00</u> - P1,066,666.66		
<u>P6,666.70</u> - P13,333.20		<u>P113,333.27</u> - P126,666.53		<b>2</b>	<u>P346,666.70</u> - P393,333.20		<u>P1,066,666.67</u> - P1,133,333.33		
<u>P13,333.30</u> - P19,999.80		<u>P126,666.54</u> - P139,999.80		<b>3</b>	<u>P393,333.30</u> - P439,999.80		<u>P1,133,333.34</u> - P1,199,999.99		
<u>P19,999.90</u> - P26,666.40		<u>P139,999.81</u> - P153,333.07		<b>4</b>	<u>P439,999.90</u> - P486,666.40		<u>P1,200,000.00</u> - P1,266,666.66		
<u>P26,666.50</u> - P33,333.00		<u>P153,333.08</u> - P166,666.34		<b>5</b>	<u>P486,666.50</u> - P533,333.00		<u>P1,266,666.67</u> - P1,333,333.33		
<u>P33,333.10</u> - P39,999.60		<u>P166,666.35</u> - P179,999.61		<b>6</b>	<u>P533,333.10</u> - P579,999.60		<u>P1,333,333.34</u> - P1,399,999.99		
<u>P39,999.70</u> - P46,666.20		<u>P179,999.62</u> - P193,332.88		<b>7</b>	<u>P579,999.70</u> - P626,666.20		<u>P1,400,000.00</u> - P1,466,666.66		
<u>P46,666.30</u> - P53,332.80		<u>P193,332.89</u> - P206,666.15		<b>8</b>	<u>P626,666.30</u> - P673,332.80		<u>P1,466,666.67</u> - P1,533,333.33		
<u>P53,332.90</u> - P59,999.40		<u>P206,666.16</u> - P219,999.42		<b>9</b>	<u>P673,332.90</u> - P719,999.40		<u>P1,533,333.34</u> - P1,599,999.99		
<u>P59,999.50</u> - P66,666.00		<u>P219,999.43</u> - P233,332.69		<b>10</b>	<u>P719,999.50</u> - P766,666.00		<u>P1,600,000.00</u> - P1,666,666.66		
<u>P66,666.10</u> - P73,332.60		<u>P233,332.70</u> - P246,665.96		<b>11</b>	<u>P766,666.10</u> - P813,332.60		<u>P1,666,666.67</u> - P1,733,333.33		
<u>P73,332.70</u> - P79,999.20		<u>P246,665.97</u> - P259,999.23		<b>12</b>	<u>P813,332.70</u> - P859,999.20		<u>P1,733,333.34</u> - P1,799,999.99		
<u>P79,999.30</u> - P86,665.80		<u>P259,999.24</u> - P273,332.50		<b>13</b>	<u>P859,999.30</u> - P906,665.80		<u>P1,800,000.00</u> - P1,866,666.66		
<u>P86,665.90</u> - P93,332.40		<u>P273,332.51</u> - P286,665.77		<b>14</b>	<u>P906,665.90</u> - P953,332.40		<u>P1,866,666.67</u> - P1,933,333.33		
<u>P93,332.50</u> - P99,999.00		<u>P286,665.78</u> - P299,999.00		<b>15</b>	<u>P953,332.50</u> - P999,999.00		<u>P1,933,333.34</u> - P2,000,000.00		

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Region I

## SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

Summary of Rating:	
Criteria	Rating
A. Brigada Eskwela School Preparation Effort: (40%)	
B. Brigada Eskwela Partnerships Engagement Activities (Bayanihan Effort) to Support the Implementation: (30%)	
C. Brigada Eskwela Efforts to the Reading and Numeracy Program: (15%)	
D. Brigada Eskwela Resources Generated: (15%)	
	<b>TOTAL</b>

Checked by:

\_\_\_\_\_

Assessed by:

\_\_\_\_\_

Monitored & Evaluated by:

\_\_\_\_\_  
ASP/ BE Division Focal Person/ Coordinator

Acknowledged by:

\_\_\_\_\_

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