



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**Schools Division of Tabuk City**



**Office of the Schools Division Superintendent**

**Division Memorandum**

No. 253 Series 2024

To: ASDS/Chiefs SGOD, CID  
PSDS/EPS  
Elementary and Secondary School Heads  
ADAS's/AO's, Unit heads  
All others concerned

Date: July 10, 2024

Subject: **Conduct of Brigada Eskwela Week**

1. The Schools Division of Tabuk City shall conduct the **Brigada Eskwela 2024** on July 22-27, 2024 and shall start with a Kick Off Ceremony. The venue for the kick-off will be at the 10 selected schools of each district.

District	Venue/Host School	Focal Person
ETD 1	Camp Conrado Balweg ES	Robert L. Balneg
ETD 2	Bulo West ES	Jayson B. Aduca
ETD 3	Eastern Kalinga NHS	Jose R. Quanso
NTD 1	Tabuk City Central School	Severa P. Tugas
NTD 2	Gradual Discovery ES	Nelyn B. Clemencia
STD 1	Southern Tabuk Integrated School	Melchor B. Langbisan
STD 2	Mallong ES	Leah Ann B. Bangibang
STD 3	Amlao Integrated School	Marlon A. Binoloc
WTD 1	Toppan Integrated School	Elizalde S. Blaza
WTD 2	Nambucayan ES	Airen L. Amiyao

2. The focus of this year's Brigada Eskwela with the theme "**Bayanihan para sa MATATAG na Paaralan**" shall follow the mechanics provided under DO 021 s. 2023 titled Brigada Eskwela Implementing Guidelines.

3. Note that Brigada Eskwela School forms 1-7 shall still be accomplished one (1) copy only. No need to submit this form to the Division office. This will be for schools' copy and basis for the monitoring team for validation and attachment to your service credit.

4. Program and committees for the kick-off ceremony are upon the discretion of the School Head and PSDS in the district. This shall start earlier than 8:00 am on July 22, 2023 and work shall follow immediately.

6. Participants to the said activity are all School Heads, AO's and ADAS's assigned, SGOD District incharge, PSDS's, EPS's, nurse incharge and unit heads. All are requested to bring with them their own repair and cleaning materials.  
(See enclosure 1)



Address: BCS Compound Bulanao Norte, Tabuk City, Kalinga  
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7. Service credits will be given to teachers on said duration of brigada activity with the ff: as attachment. (submission until August 30, 2024)
- Biometrics
  - School BE work plan
  - Documentation: before, during and after
  - Accomplishment report
- note: individual accomplishment report based on School BE work plan

Template for the individual accomplishment report:

Area	Activities	Date and Time	Detailed accomplishment	MOV

Submitted:  
(Teacher)

Noted:  
(School Head)

8. To prepare for the conduct of the Brigada Week before the opening of the school year, the schools shall be guided by the following:

- Assessment of Physical Facilities and Maintenance Needs of the School
- Compliance with the Absolute Prohibition on Solicitation
- Creation of the *Brigada Eskwela Working Committee*

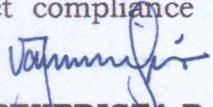
9. Schools shall ensure the strict implementation of the banning of single-use plastics as a single-use plastics avoidance and solid waste minimization strategy, pursuant to the National Solid Waste Management Commission (NSWMC) Resolution No. 1363, s. 2020 titled "Resolution Directing the Department of Environment and Natural Resources (DENR) to Prepare and Implement the Banning of the Use of Unnecessary Single-Use Plastics by National Government Agencies (NGAs), Local Government Units (LGUs) Offices and all other Government Controlled Offices."

In accordance with NSWMC Resolution, the following materials are considered as unnecessary single-use plastics:

- |   |                                 |
|---|---------------------------------|
| a. Plastic cups,                            | g. Thin plastic food containers |
| b. Plastic drinking straws,                 | h. Multi-layer packaging        |
| c. Plastic coffee stirrers,                 | i. Plastic water bottles, and   |
| d. Plastic spoons, forks and knives,        | j. Bio/oxo degradable plastics  |
| e. Plastic labo and sando bags              |                                 |
| f. Styrofoam or polystyrene food containers |                                 |

10. Link for the BE materials <https://bit.ly/3zrORSX>

11. Immediate dissemination and strict compliance with this memorandum is desired.

  
**BENEDICTA B. GAMATERO PhD, CESO V**  
 Schools Division Superintendent



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(Enclosure 1)

PARTICIPANTS TO THE BRIGADA ESKWELA KICK-OFF

District/School	Pax
<b>ETD1</b> Camp Conrado Balweg ES	Agustina B. Loton, Thelma B. Galicia, Atty Ringo Sumedca, Daisy Bucao, Micah Benito, Ruselle Ngao-I, ADAS and AO's assigned
<b>ETD 2</b> Bulo West ES	Karen W. Tabanganay, Maribel M. Bravo, Vincent Martinez, Welda Buslig, Doc Kathleen Tagubat, ADAS and AO's assigned
<b>ETD 3</b> Eastern Kalinga NHS	Joan M. Ranjo, Emmanuel Ubuan, Frances D. Gacuya, James Dayao, Claire Damian, ADAS and AO's assigned
<b>NTD 1</b> Tabuk City Central School	Agustina N. Lomeng, Helen Orap, Deewaii B. Bagayao, Efren Y. Danag, Virginia Baliling, Janice Mangaoang, ADAS and AO's assigned
<b>NTD 2</b> Gradual Discovery ES	Ferdinand Malagyab, Josefina Balisong, Doddie Marie L. Duclan, Jeth Renz Oggang, Catherine Badong, ADAS and AO's assigned
<b>STD 1</b> Southern Tabuk IS	Corazon Bravo, Cresencia Naoy, Keneth A. Atiwag, Welda Buslig, Shirley Sarmiento, Allan Dumalsin, ADAS and AO's assigned
<b>STD 2</b> Mallong ES	Emily Langkit, Marionette Dooma, Romeo B. Agagon, Ramonchito A. Soriano, Dorothy Asingal, Esmeralda Depagon, ADAS and AO's assigned
<b>STD 3</b> Amlao IS	Robert Binhaon, Federico C. Flores, Jan Nowel E. Peña, Menchie P. Gamongan, Doc Rodolfo Niones, ADAS and AO assigned
<b>WTD 1</b> Toppan IS	Henry Alunday, Nicasio Sumarita, Allan Galanza, Sally P. Feken, Malee Kay Albert ADAS and AO assigned
<b>WTD 2</b> Nambucayan ES	Ma. Medea Vallejo, Feliciano Agsaoay Jr., Harriet C. Buslig, Jocelyn L. Lomeng, Sixto Lang-ay, Engr. Paul Palliso, ADAS and AO assigned

\*cleaning materials such as

- Bolo
- Rake
- Shovel
- Gloves
- Sacks/Trash bag
- Walis tingting etc..

SDO/SMN/FDG



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