



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

16 JUN 2026

DIVISION MEMORANDUM

No. **257**, s. 2026

**SUBMISSION OF 2026 BRIGADA ESKWELA
SCHOOL ACCOMPLISHMENT REPORT**

To: Assistant Schools Division Superintendent
OIC - Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. Relative to DepEd Memorandum No. 027, s. 2026 titled **2026 Brigada Eskwela Implementing Guidelines**, this Office, through the Social Mobilization and Networking Section of the School Governance and Operations Division (SGOD), requires all elementary, secondary and integrated schools to submit the 2026 Brigada Eskwela School Accomplishment Report (*Pre-Implementation Stage, Implementation Stage and Post Implementation Stage*).

2. The following should be accomplished by schools:

- a. The DepEd Partnership Database System (DPDS) Template must be completed and uploaded through the DPDS portal **on or before July 4, 2026**.
- b. The SDO Capiz 2026 Brigada Eskwela Monitoring Checklist must be accomplished, with required MOVs, and saved in PDF using the following filename format:

SCHOOL_SCHOOLID_DISTRICT
(e.g. **AGCABUGAOES_115409_CUARTERO**)

It must be uploaded to the designated Google Drive folder **on or before August 1, 2026**. The Google Drive link will be posted in the Secondary, Integrated, and District Partnership Group Chats (GCs).

3. The 2026 Brigada Eskwela Monitoring Tool is found in Enclosure No. 1 of this Memorandum, for reference.

4. For more information, kindly contact Mr. Romar S. Jaravelo, Senior Education Program Specialist at Mobile No. 09128108586 or Ms. Ann Marie D. Villamor, Education Program Specialist II at Mobile No. 09399368303, Social Mobilization and Networking Unit, School Governance and Operations Division (SGOD).



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5. Immediate dissemination of and compliance with this Memorandum are desired.

ROEL F. BERMEJO
Schools Division Superintendent *yer*

Encl: As stated

Reference:

DepEd Order (No. 009, s. 2026)

DepEd Memorandum (No. 027, s. 2026)

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

BUREAU AND OFFICES

CAMPAIGN

COMMITTEES

LEARNERS

MONITORING AND EVALUATION

OFFICIALS

PARTNERSHIPS

PROGRAMS

SCHOOLS

TEACHERS

2026 BRIGADA ESKWELA MONITORING TOOL
 (Based on DepEd Memorandum #027, s. 2026 – 2027 Brigada Eskwela Implementing Guidelines)

Schools Division Office: _____
Name of School: _____
Address: _____
Name of School Head: _____
Date Monitored: _____

Instructions: Check the appropriate column corresponding to the status of the observed indicator.

The specific indicator is **“Observed”** if it is clearly met with complete Means of Verification (MOV), and **“Not Observed”** if the MOV is incomplete or inconsistently applied or even no evidence that it was implemented.

Write under the **Remarks** column the gaps, issues, and concerns if the indicator is not observed.

| INDICATORS | MOVs | OBSERVED | NOT OBSERVED | REMARKS |
|---|--|----------|--------------|---------|
| A. PRE-IMPLEMENTATION STAGE | | | | |
| 1. Assessment of Physical Facilities, Maintenance Needs, and Learning Areas of the School | | | | |
| 1. The school has conducted assessments of physical facilities and identified school facilities that require repair or replacement. | <ul style="list-style-type: none"> ● Accomplished School Preparedness Checklist ● School Action Plan | | | |
| 2. The school has conducted assessments of learning resources and identified the status and sufficiency of book shelves, library, reading corners, and literacy support spaces. | | | | |
| 3. The school has conducted reading readiness needs assessment to identify learners who may require early interventions. | <ul style="list-style-type: none"> ● CRLA Summary Results for Key Stage 1 ● PhilIRI Summary Results for Key Stages 2 and 3 | | | |
| 2. Compliance with the Absolute Prohibition on Solicitation | | | | |
| 4. The school has the proposed <i>Brigada Eskwela</i> packages for the clean-up and minor repair work that are presented to stakeholders for reference | <ul style="list-style-type: none"> ● List of BE packages for clean-up and minor repairs ● Announcements | | | |



| INDICATORS | MOVs | OBSERVED | NOT OBSERVED | REMARKS |
|--|---|----------|--------------|---------|
| and guidance and encouraged voluntary work and participation in the BE activities. | <ul style="list-style-type: none"> ● Brochures/Flyers ● Letter of Invitation to stakeholders | | | |
| 3. Compliance with the Existing Prohibition on Certain Partnerships | | | | |
| 5. The school has strictly observed the prohibition on partnership with tobacco, breast milk substitutes, and alcoholic beverage industries. | <ul style="list-style-type: none"> ● Written policy that explicitly prohibits partnerships with the identified industries. ● List of benefactors/ donors/ sponsors to confirm none involve prohibited industries. | | | |
| 4. Creation of Brigada Eskwela Working Committees | | | | |
| 6. The school has created the BE working committees based on the prescribed composition and functions. | <ul style="list-style-type: none"> ● Approved School BE Working Committee ● Terms of Reference | | | |
| 7. The school BE working committee has conducted public awareness campaigns to encourage stakeholders' participation in the activity. | <ul style="list-style-type: none"> ● Communication materials (flyers / brochures / posters / infographics) ● Invitation letters for the stakeholders ● Minutes of the meetings conducted with stakeholders | | | |
| 8. The school has established partnerships for resource mobilization. | <ul style="list-style-type: none"> ● List of Donations ● Notarized MOA/MOU ● DOD/DOA | | | |
| 9. The school has developed BE implementation plan. | <ul style="list-style-type: none"> ● Approved BE Implementation Plan | | | |
| 10. The school has administrative support and | <ul style="list-style-type: none"> ● Records of Donations | | | |

| INDICATORS | MOVs | OBSERVED | NOT OBSERVED | REMARKS |
|---|--|----------|--------------|---------|
| manage funds that will be generated in support of BE. | <ul style="list-style-type: none"> ● Pictures of Donated Items | | | |
| 11. The school has necessary document | <ul style="list-style-type: none"> ● | | | |
| 5. Brigada Eskwela Packages | | | | |
| 10. The school has mobilized and implemented BE packages with the support of partners and stakeholders, in accordance with DepEd-recommended interventions. | <ul style="list-style-type: none"> ● Inventory of BE packages implemented in the school ● DOD / DOA ● Photo documentation of various BE packages | | | |
| B. IMPLEMENTATION STAGE | | | | |
| 1. Conduct of Brigada Eskwela Kick Off | | | | |
| 11. The school has conducted BE Kick Off program. | <ul style="list-style-type: none"> ● Brigada Eskwela Work Plan ● Program ● Photo documentation ● Activity Completion Report | | | |
| 2. Conduct of Activities within the Brigada Eskwela Week | | | | |
| 12. The school has prepared necessary documentation and reports of the BE implementation based on approved plan. | <ul style="list-style-type: none"> ● Record of daily attendance of volunteers ● Daily Accomplishment Report vis-à-vis identified needs and planned activities | | | |
| 13. The school has conducted learning sessions for stakeholders and learners participating in the BE activity. | <ul style="list-style-type: none"> ● Attendance Sheet in the learning sessions ● Activity Completion Report ● Photo / video documentation of the activities | | | |

| INDICATORS | MOVs | OBSERVED | NOT OBSERVED | REMARKS |
|--|---|----------|--------------|---------|
| 3. Maintenance of Clean Schools | | | | |
| 14. The school has maintained a clean and safe school grounds, classrooms and all its walls, and other school facilities that are free from unnecessary artwork, decoration, tarpaulin, and posters. | <ul style="list-style-type: none"> ● Photo / Video documentation of the school premises and classrooms (before, during, and after) | | | |
| 15. The school has no oversized signages with commercial advertisements, words of sponsorship, and/or endorsements or announcements in compliance with <i>DO No. 37, s. 2010</i> titled Prohibition on Use and/or Display of School Signages Showing Commercial Advertisements, Sponsorships, and/or Endorsements. | | | | |
| 16. The school has maintained a record of donations received and manage funds that were generated in support of BE activity and used in accordance with applicable rules and regulations. | <ul style="list-style-type: none"> ● List of donations received in cash or in-kind ● Inventory of materials used by stakeholders/ volunteers ● Acknowledgement Receipt ● Inventory Custodian Slip | | | |
| C. POST - IMPLEMENTATION STAGE | | | | |
| 1. Preparation and Submission of Accomplishment Report | | | | |
| 17. The school has prepared BE Report through the DepEd Partnership Database System (DPDS). | <ul style="list-style-type: none"> ● Updated DPDS report ● Summary of generated resources from May to June 2025 | | | |
| 18. The school has recorded all donated items in the book of accounts as stipulated in <i>DepEd Order No. 082, s. 2011</i> titled Guidelines on the Proper Recording of all Donated Properties. | <ul style="list-style-type: none"> ● Inventory Custodian Slip for donated properties with a value below P50,000.00 ● Property Acknowledgemen | | | |



| INDICATORS | MOVs | OBSERVED | NOT OBSERVED | REMARKS |
|--|---|----------|--------------|---------|
| | t Receipt for donated properties with a value above P50,000.00 | | | |
| 2. Sustainability, Recognition, and Appreciation of Stakeholders | | | | |
| 19. The school has mechanisms in place to appreciate stakeholders / volunteers who made valuable contributions to the school during BE activity. | <ul style="list-style-type: none"> ● Approved BE Implementation Plan ● Letters to stakeholders / Appreciation posts | | | |
| 3. Teacher and Personnel Incentives | | | | |
| 20. The school has given vacation service credits to teachers and Compensatory Time Off (CTO) to non-teaching personnel who served in the BE activities. | <ul style="list-style-type: none"> ● Updated Leave Card ● Daily Time Record | | | |
| <p>● General Comments and Observations</p> | | | | |
| <p>● Recommendations</p> | | | | |

Monitored by:

Conformed:

(Signature over Printed Name)

(Name and Signature of the School Head)

(Signature over Printed Name)

Noted:

(Name and Signature of the Division BE Focal Person)

