



Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes

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RELEASED
DepEd, Division Office of Catanduanes

RECORDS SECTION
Date MAY 23 2017
Time: 1:45 P.M.
Initial/Signature: [Signature]

MEMORANDUM

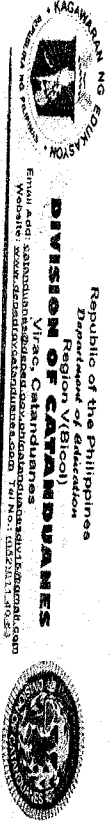
TO : Public Schools District Supervisors
Elementary and Secondary School Heads
School/District ASP/BE Coordinators

FROM : *[Signature]*
SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent

SUBJECT : **2017 Brigada Eskwela Reporting Templates**

DATE : May 23, 2017

- Please be reminded of the following reports to be prepared in two (2) copies and to be submitted by all school heads/school Brigada Eskwela coordinators to their respective district offices on or before **June 13, 2017**:
 - Brigada Eskwela Form No. 3 – Brigada Eskwela Accomplishment Report (*Scope of Work*)
 - Brigada Eskwela Form No. 4 – Brigada Eskwela Accomplishment Report (*No. of Volunteers*)
 - Brigada Eskwela Form No. 5 – Brigada Eskwela Accomplishment Report (*Resources Generated*).
- The Accomplishment Report Forms are to be consolidated by the District Brigada Eskwela Coordinators and to be submitted by the PSDS/ District Brigada Eskwela Coordinator to the SDO-SGOD Social Mobilization and Networking Section on or before **June 20, 2017**.
- In the case of secondary schools, the reports will be submitted directly to the SDO-SGOD Social Mobilization and Networking Section on or before **June 20, 2017**, c/o Maria Imelda S. Abejo and Marife B. Brequillo, Division ASP/BE Coordinators.
- Please refer to the attached Brigada Eskwela Accomplishment Report Forms for your reference.
- For the information, guidance and compliance of all concerned.



BRIGADA ESKWELA 2017
BRIGADA ESKWELA ACCOMPLISHMENT REPORT
NUMBER OF VOLUNTEERS

School ID: _____

School Name: _____

District: _____

Enrollment (SY 2017-2018)	Target Parent Volunteers (75% of Enrollment)	Actual Number of Parent Volunteers	NGOs and other government organization and public corporations			LGOs (Brgy/Mun/Prov)					Community Involvement including NGOs and Professional Associations				Private Sector		Pupil/Student Organization (SSG/SPG) and Alumni		Total Number of Volunteers <small>(Must tally with Column 8 of BE Form 5)</small>
			Fremem/PNP	APP (P.A. Mahe, Airforce, etc.)	Others (to specify the name of the institution)	Congressional Officials and Staff	Provincial Officials and Staff	City/ Municipal Officials and Staff	Barangay Officials and Staff	NGC (PTA, SGC, Gawad Kalinga, etc.)	Other Professional Associations	Religious Organizations	Corporations	Private Schools	SSG/SPG	Alumni * Associations			
478	359	267	7	5	3	4	7	11	10	8	3	1	1	1	8	6	331		
Example:																			
			7	5	3	4	7	11	10	8	3	1	1	1	8	6	331		

Prepared by: _____

Noted by: _____

Approved by: _____



BE FORM 5

**BRIGADA ESKWELA 2017
BRIGADA ESKWELA ACCOMPLISHMENT REPORT
RESOURCES GENERATED**

School ID: _____ School Name: _____ District: _____

GENERATED RESOURCES											
Infrastructure					Other Donations						
Hardware Materials for Classroom Repairs	Hardware Materials for Toilet New Construction or Repair	Hardware Materials for Wash Facilities New Construction/Repair	Hardware Materials for New Improvements and Beautification/Landscaping/Learners Kiosk Installation	Amount (in Peso)	Qty.	Item	Amount (in Peso)	Total No. of Volunteers	Total No. of Hours Rendered (Labor)	Volunteer Man Hours (Amount in Peso) *37.50 per hour	Total Amount (in Peso)
50,000			50,000	50,000	50 sets	Set. Supplies	5,000	331	662	24,825.00	219,825
		15,000									
50,000.00	75,000.00	15,000.00	50,000.00	50,000.00			5,000.00	331	662	24,825.00	219,825.00

Example:

Prepared by: _____ Noted by: _____ Approved by: _____

School BE/ASP Coordinator _____ School Head _____ PSDS



BE FORM 3

BRIGADA ESKWELA 2017
BRIGADA ESKWELA ACCOMPLISHMENT REPORT
SCOPE OF WORK

School ID: _____ School Name: _____ District: _____

Type of Building (base on NSI Report)	Repair of classrooms (Indicate the number of classrooms and the Type of Building)							Repair/Construction of Handwashing Facility (Indicate the number of facilities)				New Improvements and Beautification/Landscaping/Learners' Kiosks (Identify the specific project)			Total Project Cost	Status of Projects (on-going/ completed)	Overall Percentage of completion		
	Qty of classrooms	Specific Program of Works (write 1 if applicable)						Qty of toilets repaired	Qty of toilets constructed	Project Cost	Qty of Handwashing facility repaired	Qty of Handwashing facility constructed	Project Cost	New Improvements and Beautification/ Landscaping				Learning Kiosks and others	Project Cost
		Roof Covering and Structure	Ceilings	Walls	Floors	Electricals	Doors and Windows												
Example:																			
Marcos Type	3	1	1		1		3	1	75,000		2	0	15,000	none	mini-library	50,000	190,000	completed	100%
TOTAL																			

Prepared by: _____
 School BE/ASP Coordinator

Noted by: _____
 School Head

Approved by: _____
 PSDS