DIVISION MEMORANDUM
No. 78, s. 2019

SUBMISSION OF 2019 BRIGADA ESKWELA FORM 1 AND 2

TO:
Public Schools District Supervisors
Elementary and Secondary School Heads
Schools Brigada Eskwela Coordinators

1. The Brigada Eskwela is an annual program of the Department of Education. The Preparation for its successful implementation should start as early as January.

2. In this regard, school heads are advised to organize and submit the Brigada Eskwela Steering Committee with the following committees;
   a. Advocacy and Marketing Committee
   b. Resource Mobilization Committee
   c. Program Implementation Committee
   d. Administrative and Finance Committee; and
   e. Documentation Committee

3. In addition, school Brigada Eskwela Coordinators must accomplish and submit Form 1 and 2 to SGOD – Social Mobilization and Networking Unit, Division Brigada Eskwela Focal Person c/o Maria Imelda S. Abejo, cp number 09079504358 on or before March 20, 2019.

4. For your information and compliance.

SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent
# Physical Facilities and Maintenance Needs Assessment Form

**For Water and Sanitation Facilities**

<table>
<thead>
<tr>
<th>Type of Facility</th>
<th>Total Number</th>
<th>Building Components</th>
<th>General Condition of the Classroom</th>
<th>Nature of Improvement</th>
<th>Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Roof</td>
<td>Ceilings</td>
<td>Walls</td>
<td>Floors</td>
</tr>
<tr>
<td>Eg. Three Seater Toilet Detached</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Handwashing Counter Detached Type 1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

**TOTAL**

- Roof: 3
- Ceilings: 1
- Walls: 1
- Floors: 1
- Electricians: 1
- Toilet: 1
- Door: 1
- Septic tank: 1

**Instruction:** Conduct ocular inspection of the school physical facilities listed below. Then provide the needed information to facilitate the improvement to be done on these identified facilities. Use additional form if needed.

**Prepared by:** School Physical Facilities Coordinator and School BE Coordinator

**Noted by:** School Head

**Validated by:** Division Engineer III
## BRIGADA ESKWELA SCHOOL WORK PLAN

**School:** __________  |  **School ID:** __________  |  **Barangay:** __________  |  **District:** __________  |  **Division:** __________

<table>
<thead>
<tr>
<th>KRA</th>
<th>Activities</th>
<th>Timeline</th>
<th>Person's Responsible</th>
<th>Materials Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Advocacy and Marketing</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Resource Mobilization</td>
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<tr>
<td>3. Implementation</td>
<td></td>
<td></td>
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<tr>
<td>4. Monitoring and Evaluation</td>
<td></td>
<td></td>
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<tr>
<td>5. Reporting and Documentation</td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prepared by:** ____________________________  |  **Noted:** ____________________________

______________________________  |  ________________________________
**School Head**  |  **Public Schools District Supervisor**
<table>
<thead>
<tr>
<th>Building Components</th>
<th>Net worth Improvement</th>
<th>Classrooms (for each classroom)</th>
<th>Requirement</th>
<th>Budget (to address deficiency needs)</th>
<th>Proposed (requirement)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

For Classrooms

Physical Facilities and Maintenance Needs Assessment Form

Division of Guidelines

Region (region)
Department of Education
Republic of the Philippines