MEMORANDUM

TO : Public Schools District Supervisors
    Elementary School Heads
    District ASP/BE Coordinators (Elementary)
    School ASP/BE Coordinators (Secondary)
    All Others Concerned

FROM : SOCORRO VELLA ROSA, CESO VIII

SUBJECT : YEAR-END PERFORMANCE IMPLEMENTATION REVIEW ON THE 2018 BRIGADA ESKWELA AND ADOPT-A-SCHOOL PROGRAM

DATE : December 3, 2018

1. Please be informed that there will be a Year-End Performance Implementation Review and Reporting of Accomplishments on the 2018 Brigada Eskwela and Adopt-A-School Program on December 14, 2018. Registration will be at 7:00 A.M. and the program will start at exactly 8:00 AM at a venue to be announced later through an advisory.

2. The participants to this activity are 20 district ASP/BE coordinators for elementary, 42 school ASP/BE coordinators for the secondary and 20 selected school heads (1 per municipality to be identified by the PDS). All District ASP/BE Coordinators are expected to discuss a 3 to 5-minute presentation of their accomplishments following this order: 1) total generated resources; 2) total number of volunteers; 3) total number of classrooms repaired, watsan constructed and repaired, toilets constructed and repaired; 4) best partnerships practices of each district/school; and 5) 2019 BE Plan and way forward. Secondary schools will discuss a 10-minute presentation of their accomplishments by municipality following the same format.

3. The Executive, Technical and Working Committees as well as the Schedule of Activities are found in the enclosure.

4. Travel and other incidental expenses shall be charged against the respective LOCAL FUNDS/MOOE subject to the usual accounting and auditing rules and regulations.

5. For your information and guidance and compliance.
Enclosure No.1 to Division Unnumbered Memorandum dated December 3, 2018

EXECUTIVE COMMITTEE

Socorro V. Dela Rosa, CESO VI
Schools Division Superintendent

Ma. Luisa T. Dela Rosa
Asst. Schools Division Superintendent

TECHNICAL COMMITTEE

Miguel C. Ogalinola
SGOD Chief
Chairperson

Mary Jean S. Romero
EPS I, SGOD
Chairperson

Maria Imelda S. Abojo
Co-Chairperson

Marife B. Brequillo
Co-Chairperson

WORKING COMMITTEE

Program/Certificates
- Martfe B. Brequillo
- Maria Audrea L. Vivo

Registration/Documentation
- Maria Imelda S. Abejo
- Nadia P. Francisco

Hall Preparation/Foods
- Maria Imelda S. Abojo

ICT/Sound System
- Dave Tantiado
- Jekyll Bonavente
**Schedule of Activities**

<table>
<thead>
<tr>
<th>TIME</th>
<th>ACTIVITIES</th>
<th>PERSON-IN-CHARGE</th>
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<tbody>
<tr>
<td>7:00 – 8:00</td>
<td>Registration</td>
<td>Nadia P. Francisco</td>
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<td>8:00 – 8:30</td>
<td>Opening Program</td>
<td>Maria Imelda S. Abejo</td>
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<td>8:30 – 10:30</td>
<td>2018 BE Accomplishments – Elementary</td>
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<td>10:30 – 11:00</td>
<td>Open Forum</td>
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<td>11:00 – 12:00</td>
<td>2018 BE Accomplishments – Secondary</td>
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<td>12:00 – 1:00</td>
<td>Lunch Break</td>
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<td>1:00 – 2:00</td>
<td>Cont. of 2018 BE Accomplishments – Secondary</td>
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<td>2:00 – 2:30</td>
<td>Open Forum</td>
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<td>2:30 – 3:00</td>
<td>Inputs on (Wash in Schools) WinS</td>
<td>Dra. Amylou B. Celso</td>
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<td>Dentist II – WinS Coordinator</td>
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<td>3:00 – 3:30</td>
<td>Inputs on DRRM in Schools</td>
<td>Maria Audrea L. Vivo</td>
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<td>PDO II – DRRM</td>
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<td>3:30 – 4:00</td>
<td>Inputs on Partnerships</td>
<td>Marife B. Brequillo</td>
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<td>EPS II – Partnerships Local Person</td>
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<td>4:00 – 5:00</td>
<td>Socialization/Closing Program</td>
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**PROGRAMME**

 Philippine National Anthem .......................... AVP
Prayer .................................................. AVP
Welcome Remarks ..................................... Mary Jean S. Romero
  Education Program Supervisor I – SGOD
Message ................................................ Socorro V. De la Rosa, CESO VI
  Schools Division Superintendent
Statement of Purpose .................................. Marife B. Brequillo
  Education Program Specialist II
Program Proper
Closing Remarks ...................................... Miguel C. Ogalinola
  SGOD Chief

EMCEE:

Maria Imelda S. Abejo
Senior Education Program Specialist
Social Mobilization and Networking