



Republic of the Philippines  
 Department of Education  
 Region X  
**DIVISION OF EL SALVADOR CITY**



Zone 3, Poblacion, El Salvador City  
 Telefax No: (088) 555-0475 | Email Address: elsalvador.city@deped.gov.ph | Website: depedelsalvadorcity.net

DIVISION MEMORANDUM  
 No. 094, s.2019

To: Assistant Schools Division Superintendent  
 Division Chiefs  
 Curriculum and Implementation Division  
 School Governance and Operations Division  
 Public Elementary and Secondary School Heads  
 All Others Concerned

From: **JESNAR DEMS S. TORRES, Ph.D., CESE**  
 OIC- Schools Division Superintendent

Subject: ADDENDUM TO DIVISION MEMORANDUM No.91, s. 2019  
 (Re: 2019 Brigada Eskwela Activities)

Date: May 17, 2019

- Relative to the Division Memorandum No.91, s.2019 *Re: 2019 Brigada Eskwela Activities*, the field is hereby informed of the composition of the Division Monitoring Team.
- The division monitoring team is composed of the following:

Name of School	Persons-In-Charge	
	ELEMENTARY	
	AM	PM
Amoros Elementary School	NILO L. LOMONGO JURICA ETHEL ESTRADA REMY JEAN MACANA	FELANIE MARIE A. LIM ANNA MAE M. ATILLO
Bolisong Elementary School	KAREN ROSE A. SERRANIA DR. MARK LESTER TAPITAN	MANUEL A. JANUBAS EMELIE YUBUCO
Cogon Elementary School	DR. GLADYS GRACE H. CABELTES CECILLE Z. KHUBONTIN	MARICRIS P. QUISMUNDO IRIKA CAPILI RAYMUND TOMARONG



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Name of School	AM	PM
El Salvador City Central School	BALVE G. GRANIDO, Ph.D VANESSA L. TIAD EULITA CASTILLO	GRACE P. PACULBA GLEN JHON ISIDERIO MEROGIM MUGOT
Himaya Elementary School	GRACE P. PACULBA GLEN JHON ISIDERIO MEROGIM MUGOT	FRITZIE C. SILLABE JIGGER TOMARONG KENNETH QUILAB
Hinigdaan Elementary School	GENEVIEVE E. LUSTERIO, Ph.D MAYBELLE M. GAID	ANABELLE M. MAMA CLAY, Ph. D RUTH A. CALUBAG
Kalabaylabay Elementary School	FRITZIE C. SILLABE KENNETH QUILAB	ROLLY B. LABIS, Ed. D RANDY RHYS U. CAPISTRANO
Kibonbon Elementary School	MANUEL A. JANUBAS REX MARANTE EMELIE YUBUCO	NILO L. LOMONGO JURICA ETHEL ESTRADA REMY JEAN MACANA
Molugan Central School	ALAN T. SACULINGAN JEFFREY M. MARTINEZ JHONNEL FRANCIS VACALARES	KAREN ROSE A. SERRANIA MARK LESTER TAPITAN
Pedro Sa. Baculio Elementary School	FELANIE MARIE A. LIM ANNA MAE M. ATILLO	GENEVIEVE E. LUSTERIO, Ph.D MAYBELLE M. GAID
Sambulawan Elementary School	ANABELLE M. MAMA CLAY, Ph. D RUTH A. CALUBAG	ALAN T. SACULINGAN JEFFREY M. MARTINEZ JHONNEL FRANCIS VACALARES
San Francisco de Asis Elementary School	ROQUE R. SABASAJE BERNIE BONGOLTO ABIGAILE VACALARES	ASTER M. GALLEGA, Ph.D HERMINIGILDO B. PANTIN
Sinaloc Elementary School	MARICRIS P. QUISMUNDO IRIKA CAPILI RAYMUND TOMARONG	BALVE G. GRANIDO, Ph.D VANESSA L. TIAD EULITA CASTILLO
Taytay Elementary School	ASTER M. GALLEGA, Ph.D HERMINIGILDO B. PANTIN	HAZEL MAE M. MARGATINEZ REX MARANTE KENNETH QUILAB
Ulaliman Elementary School	HAZEL MARGATINEZ JHONNEL FRANCIS S. VACALARES	LORNA H. ESTROSAS, Ph.D SHERRIE R. DUNGOG
<b>SECONDARY</b>		
Cogon National High School	ROLLY B. LABIS JIGGER TOMARONG	GLADYS GRACE H. CABELTES CECILLE Z. KHUBONTIN
El Salvador City National High School	BALVE G. GRANIDO, Ph.D VANESSA L. TIAD EULITA CASTILLO	GRACE P. PACULBA GLEN JHON ISIDERIO MEROGIM MUGOT
Himaya National High School	GRACE P. PACULBA GLEN JHON ISIDERIO MEROGIM MUGOT	FRITZIE C. SILLABE KENNETH QUILAB
Hinigdaan National High School	KEVIN B. ASEQUIA KENNETH ANGEL B. GUILLENA RHANDY RHYS CAPISTRANO	ROQUE R. SABASAJE BERNIE BONGOLTO ABIGAILE VACALARES
Molugan National High School	LORNA H. ESTROSAS, Ph.D SHERRIE R. DUNGOG	MARK LEXTER T. TAPITAN KAREN ROSE A SERRANIA
San Francisco de Asis National High School	ROQUE R. SABASAJE BERNIE BONGOLTO ABIGAILE VACALARES	ASTER M. GALLEGA, Ph.D HERMINIGILDO B. PANTIN
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Division: \_\_\_\_\_ Date: \_\_\_\_\_  
School: \_\_\_\_\_ Monitored by: \_\_\_\_\_  
Annex A of Enclosure No. 1

### 2019 Brigada Eskwela Monitoring Check List

Instruction: Please check if items listed below are observed during the Brigada Eskwela.

I. SAFE LEARNING FACILITIES	Observed	Not Observed	Remarks
1. Facilitate the assessment of school electrical system to make necessary repairs and/or upgrades to prevent fire incident.			
2. Repairs minor classroom damage such as broken windows, doors, blackboards, roofs, etc.			
3. Install appropriate and available fire suppression equipment or resources such as fire extinguishers, water source, and other indigenous materials.			
4. Make sure that corridors and pathways are unobstructed and that all sharp, protruding objects which may cause harm to students are removed.			
5. Clean and clear drainage to prevent clogging. Cover drainage canals and provide necessary warnings.			
6. Cordon off and post safety signage for on-going construction, unfinished, damaged and condemned buildings.			
7. Secure cabinets and drawers and ensure that heavy objects are below head level.			
8. Post safety measures in laboratories and workshops.			
9. Prepare an evacuation / exit plan and directional signage on every floor of the building.			
10. Identify evacuation areas and classrooms that heavy objects are below head level			
11. Prune trees to avoid entanglement from electrical wirings and avoid potential			
<b>II. SCHOOL DISASTER MANAGEMENT</b>			
1. Post a directory of emergency contact numbers of relevant government agencies and offices, in various areas of the school.			
2. Establish early warning mechanics and inform all students and personnel on this.			
3. Equip school with first aid kits, flashlights, megaphones and other necessary supplies that may be needed in times of emergencies. Ensure that these items can be easily located and accessed.			
4. Identify alternative sources and/or maintain supply of drinking water within the school.			
5. Ensure that students, teachers, and personnel have identification cards with relevant information.			
6. Create database of students with the contact details of their family.			
7. Secure and safely store vital school records.			
8. Coordinate with barangay official on pedestrian safety of students.			
9. Document accidents experienced by students and personnel within the school to improve prevention and mitigation measures.			
<b>III. DISASTER RISK REDUCTION IN EDUCATION</b>			
1. Identify a storage area for safekeeping of vital schools records, textbooks, teaching manuals, computers, and other school equipment			

Conforme: \_\_\_\_\_  
School Head

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4. The monitoring teams are requested to do the monitoring on May 20-21, 2019 and to use the School Safety and Preparedness Guide (Annex A of Enclosure No. 1, Dep Ed Order No. 43, s. 2017 in assessing the schools.
5. All monitoring teams are directed to submit a report on the conduct of the 2019 Brigada Eskwela activities to Nilo L. Lomongo EPS II/Brigada Eskwela Coordinator on or before May 25, 2019.
6. The 2019 Brigada Eskwela Division Evaluators' Committee for the Schools' Best Implementers is as follows:
  - Chair: Rolly B. Labis, Ed.D, Chief SGOD
  - Members: Roque R. Sabasaje, EPS  
Nilo L. Lomongo, EPS II
  - Secretariat: Karen Rose A. Serrania, SEPS
7. The Committee shall convene on or before July 24, 2019 for the finalization of the school candidates for the Division Brigada Eskwela Awards.
8. The reading program which is embedded during Brigada Eskwela Activities will be monitored by Margie R. Valmoria, Ph.D., EPS in English on May 20-25, 2019.
9. Travel and other incidental expenses relative to the conduct of the activity shall be charged to local funds subject to the usual accounting rules and regulations.
10. For information, guidance and compliance.