



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

**Office of the Schools Division Superintendent**

April 12, 2021

**DIVISION MEMORANDUM**

No. 124, s. 2021

**COORDINATION MEETING OF THE BRIGADA ESKWELA COORDINATORS**

To: Chief, School Governance Operations Division  
Senior Education Program Specialist SMME  
Education Program Specialist II SMME/BE Coordinator  
Elementary and Secondary Brigada Eskwela Coordinators  
This Division

1. Pursuant to the Department Order No. 24, s, 2008, Re: **Institutionalization of the Brigada Eskwela Program**, which aims to engage all education stakeholders to contribute their time, efforts and resources in ensuring that public schools are set in time for class opening, this Office thru the School Governance and Operations Division (SGOD) will conduct a coordination meeting with the Brigada Eskwela Coordinators on April 15, 2021, 8:00 AM- 12:00 NN at El Salvador City Central School covered court.
2. This activity aims to give updates on the new BE guidelines in times of COVID 19 pandemic, DepEd Partnerships Database System, and re-orient the BE coordinators on the BE Manual.
3. Participants to this activity are the Brigada Eskwela coordinators (*Please see activity matrix for your reference*). Participants are required to bring their own laptop, extension cord, flask disc for a short workshop.
4. Moreover strict compliance to the health protocol specified by the Inter Agency Task Force (IATF) and the directive set by the Local Government unit (LGU) must be observed such as wearing of face mask and face shield, observe physical



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5. This activity shall adhere to the Equal Opportunity Principle wherein there is no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
6. For information, guidance and strict compliance.

**OLGA C. ALONSABE, Ph.D., CESE**  
Assistant Schools Division Superintendent  
OIC- Office of the Schools Division Superintendent

*Enclosure: Activity Matrix*  
*Reference: DepEd Order No. 24, s. 2008*

*To be indicated in the Perpetual Index*  
*Under the following Subject:*

*BE Program*

sgod/smme/smn/nll

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**Enclosure No.1 Activity Matrix**

<i>Date</i>	<i>Time</i>	<i>Activities</i>
April 15, 2021	7:45 - 8:00	Registration
	8:00- 8:30	Preliminaries
	8:30 -9:00	Setting of Expectations
	9:00 -9:30	The Role of BE Coordinators
	9:30-10:30 -	BE Manual of Operations
	10:30-11:00	BE Guidelines in times of COVID 19 Pandemic
	11:00-11:30	Updates on DPDS
	11:30- 12:00	Workshop
	12:00-12:30	Lunch

sgod/smme/smn/nll



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