



May 7, 2018

**DIVISION MEMORANDUM**

No. 73 s. 2018

To : Asst. Schools Division Superintendent  
Division Chiefs  
Education Program Supervisors  
District Supervisors  
Public Elementary & Secondary School Heads  
All Others Concerned

**2018 DIVISION BRIGADA ESKWELA CARAVAN AND KICK-OFF CEREMONY**

1. Pursuant to DepEd Memorandum No. 066 s. 2018, this Office will conduct Brigada Eskwela 2018 also known as the National Schools Maintenance Week from May 28-June 2, 2018 with the theme **"Pagkakaisa Para sa handa, Ligtas at Matatag na Paaralan Tungo sa Magandang Kinabukasan"**.
2. Participants will start the caravan from their respective schools and will assemble at **8:00 AM for the Kick-Off Ceremony at Bagong Buhay E Central School, CSJDM.**
3. School heads shall mobilize their Adopt-A-School Program (A.S.P.)/Brigada Eskwela (B.E) Coordinators to ensure the six-day implementation of the maintenance effort in all public elementary and secondary schools and to ensure involvement of the community and local stakeholders to this activity. They shall take the lead role in planning the activities geared toward making schools disaster-prepared, ecologically conscious, clean and conducive to learning.
5. All DepEd employees are encouraged to join the Brigada Eskwela Activities by offering their skills, sharing their time or providing their support in-kind to public schools near their residence. Interested employees are given two days to do volunteer work **on official time**, provided that such work is approved by their heads of offices.
6. Teaching personnel are entitled to earn vacation service credits arising from their active involvement in the Brigada Eskwela activity. A complete six-day participation in the maintenance effort shall give teachers a three-day service credit entitlement.
6. Key education officials will monitor the implementation of Brigada Eskwela in schools.
7. Roof paints allotted for each school shall be distributed after the Kick-off program.
8. Submission of BE Accomplishment Report is on June 15, 2018.
9. Division expenses relative to the conduct of Brigada Eskwela Caravan and kick off shall be charged to SEF and GAA while school expenses relative to IEC advocacy campaign materials shall be charged to school MOOE subject to the usual accounting and auditing rules and regulations.
10. Immediate dissemination of this Memorandum is earnestly desired.

  
**GERMELINA H. PASCUAL, CESO V**  
Schools Division Superintendent