

Republic of the Philippines  
**Department of Education**  
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

SGOD-2025-078

TO: Asst. Schools Division Superintendent  
Chief Education Supervisors  
Public Schools District Supervisors  
Heads of all Elementary, Secondary and Integrated Schools  
All Others Concerned

FROM: **LYNN G. MENDOZA, EdD**  
OIC, Schools Division Superintendent

SUBJECT: **SUBMISSION OF PARTNERSHIPS AND BRIGADA ESKWELA MOBILIZATION REPORT UNDER "PROJECT HANDA: DEPED SCHOOL READINESS 2026"**

DATE: April 22, 2026

1. Attached is the Memorandum from **RONNIE S. MALLARI, PhD, CESO III**, Regional Director, MIMAROPA Region, titled "Submission of Partnerships and Brigada Eskwela Mobilization Report under "Project Handa: DepED School Readiness 2026" for reference and guidance of everyone concerned.
2. With emphasis on the partnerships and Brigada Eskwela mobilization reportorial requirements, the following are iterated for **strict compliance**:
  - a. **Use of the School Preparedness Checklist.** This tool shall be accomplished to pre-identify the school needs related to partnerships and volunteer support (Enclosure 1).
  - b. **Use of Form 1 of the Brigada Eskwela Preparedness Tool.** This tool shall likewise be accomplished to determine repair and school facilities improvement needs (Enclosure 2).
3. Soft copies of the reports can be accessed through the link <https://tinyurl.com/BEHandaMDQ>. Accomplished reports shall be uploaded to the schools' respective folders found in the same link on or before May 15, 2026.
4. Wide and immediate dissemination of the contents of this Memorandum is desired.

/SGOD-SM&N-MMM



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CATEGORY	PREPAREDNESS STATUS			REMARKS
	Fully Prepared Fully Prepared -100% compliance	Partially Prepared Partially Prepared - does not meet any one of the requirements/ features/ characteristics	Not Prepared Not Prepared - does not meet all requirements	
<b>IV. Staff and Personnel</b> <ul style="list-style-type: none"> <li>▪ Teachers have received orientation or briefing on school policies and programs</li> <li>▪ Security personnel are properly assigned and briefed on protocols</li> <li>▪ Guidance counselors and support staff are available as needed</li> </ul>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	
<b>V. Enrollment and Documentation</b> <ul style="list-style-type: none"> <li>▪ Updated student records, including contact details and medical information</li> <li>▪ Class schedules, sections, and teacher assignments are finalized</li> <li>▪ Parent-teacher communication channels are established</li> </ul>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	
<b>VI. Partnerships and Community Engagement</b> <ul style="list-style-type: none"> <li>▪ Partnerships with local stakeholders (e.g., LGUs, NGOs) are coordinated</li> <li>▪ Volunteers for school maintenance and volunteer activities are identified</li> <li>▪ Advocacy campaigns for <i>Brigada Eskwela</i> are implemented</li> </ul>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	
<b>VII. Emergency and Disaster Preparedness</b> <ul style="list-style-type: none"> <li>▪ Fire extinguishers, emergency alarms, and evacuation plans are in place</li> <li>▪ Emergency drills (earthquake, fire, etc.) are scheduled and communicated</li> <li>▪ Designated evacuation areas are identified and prepared</li> </ul>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	
<b>VIII. Support for Learners</b> <ul style="list-style-type: none"> <li>▪ Counseling support services are available</li> <li>▪ Inclusive education measures for learners with special needs are implemented</li> <li>▪ School feeding programs are prepared if applicable</li> </ul>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	

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**Department of Education**  
SCHOOLS DIVISION OF MARINDUQUE

BRIGADA ESKWELA 2026

BE Form 01

**PHYSICAL FACILITIES AND MAINTENANCE NEEDS ASSESMENT FORM**

(to be accomplished by the School Physical Facilities Coordinators)

Instruction: Conduct ocular insection of the school physical facilities listed below. Then, provide information to faculitate the improvements to be done on these identified facilities. Use separate shwwt if needed.

Facilities	condition (check one)		Remarks <small>If unsatisfactory, describe the problem</small>	Nature of Improvement needed <small>e.g. repair, repairing, replacement, etc.</small>	material resources needed <small>(indicate kind and quantity)</small>	manpower needed <small>(Indicate quanntity and nature of labor services needed)</small>
	Satisfactory	Unsatisfactory				
<b>A. BRIGADA PAGHAHANDA</b>						
Example:						
Roofs		x	rusted and leaking Grd. 1 room, Grd.2 room, HE room	replacement	Grd. 1 - 4 pcs corrugated GI sheets Grd. 2 - 5 pcs corrugated GI sheets	1 carpenter 2 helpers
<u>Classrooms</u>						
Roofs						
Gutters						
Ceiling						
Walls/partitions						
Floors						
windows						
doors						
blackboards						
Tables						
<u>Ancilliary Rooms</u>						
Roofs						
Gutters						
Ceiling						
Walls						
windows						
doors						
<u>Others</u>						
Comfort rooms						
water pipes						

school ground/landscaping						
school signs/signages						
electrical						
fire suppression/ extinguisher						
school free from sharp objects						
directory of identified classroom for evacuation						
drainage system						
signages for on-going construction/condemned building						
exit plan/signages of high storey building						
post of directory of emergency contact numbers						
early warning devices for emergency						
school equipped with first aid kits						
material recovery facility						
Others						

prepared by:

Noted:

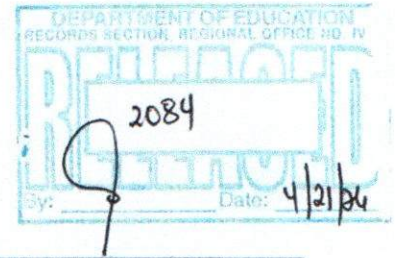
\_\_\_\_\_  
School Physical Facilities Coordinator

\_\_\_\_\_  
Date of Inspection

\_\_\_\_\_  
TIC/Head Teacher/Principal



Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION



Office of the Regional Director

**MEMORANDUM**  
**ESSD-2025-062**

TO : **SCHOOLS DIVISION SUPERINTENDENTS**

FROM : **RONNIE S. MALLARI, PhD, CESO III**  
Regional Director

SUBJECT : **SUBMISSION OF PARTNERSHIPS AND BRIGADA ESKWELA MOBILIZATION REPORT UNDER "Project HANDA: DepEd School Readiness 2026"**

DATE : **April 15, 2026**

Attached is the unnumbered Department Memorandum signed by Cilette Liboro Co, Assistant Secretary, dated April 10, 2026, regarding the Submission of Partnerships and *Brigada Eskwela* Mobilization Report under "Project HANDA: DepEd School Readiness 2026."

In this regard, the Schools Division Offices (SDOs), through the Division Partnership Focal Persons (DPFPs), are requested to disseminate this information and ensure close coordination with school heads within their respective divisions. This is to facilitate proper implementation and compliance with reporting requirements, and to ensure the timely submission and consolidation of school readiness data related to partnerships and *Brigada Eskwela* mobilization.

The School Preparedness Checklist shall serve as the primary tool for identifying school needs related to partnerships and volunteer support. This may be administered through a Google Form or any similar digital platform.

For guidance, the following activities and corresponding deadlines shall be observed:

A. Identified Activities and Deadlines

- Pre-identification of school needs (e.g., repair, cleaning, materials) based on inspection results  
*Deadline: April 30, 2026*
- Securing early commitments from LGUs, private partners, and volunteers  
*Deadline: May 15, 2026*

ESSD-SPP/LMI



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- Alignment of Brigada Eskwela efforts with priority repairs and classroom readiness  
*Deadline: May 30, 2026*

B. Progress Reporting Schedule

- Initial Report : April 15, 2026
- Mid-point Report : May 15, 2026
- Final Report : May 30, 2026

Further details of the project are stipulated in the attached Memorandum.

Should you have any clarifications, you may contact Esmeraldo G. Lalo, EdD, Chief Education Supervisor, Education Support Services Division, or Liza Marie Victoria M. Dillena, Regional Partnership Focal Person, at telephone number (02) 8-637-0492.

Immediate dissemination of and compliance with this Memorandum are desired.