



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – CITY OF TAGBILARAN

**Office of the Schools
Division
Superintendent**

DIVISION MEMORANDUM

No. **364** , s. 2026

May 18, 2026

2026 BRIGADA ESKWELA DIVISION-KICK OFF PROGRAM

To : Assistant Schools Division Superintendent
Chief Education Supervisors
CID & SGOD Personnel
Public Elementary and Secondary School Heads
Division & Schools Non-Teaching Personnel
All Others Concerned

1. Pursuant to DepEd Memorandum No. 027, s. 2026 titled “2026 Brigada Eskwela Implementing Guidelines,” the Schools Division of Tagbilaran City shall conduct the Division Kick-Off Program for Brigada Eskwela 2026 on **June 1, 2026**, at **Mansasa Elementary School** as the host school.
2. The activity aims to formally launch the Brigada Eskwela Program in the division and strengthen the spirit of volunteerism, partnership, and community participation in preparing schools for the opening of classes for School Year 2026–2027.
3. As part of the kick-off activities, the following services shall be provided through the support of partners and volunteers:
 - **Free Haircut Service** for the first one hundred (100) male learners from Mansasa Elementary School and Mansasa High School;
 - **Medical Mission** for the first three hundred (300) teachers, non-teaching personnel, parents, and stakeholders; and
 - **Dental Flouridization** to all 12 years old and below students from Mansasa Elementary Schools.
 - **Free Legal Services and Consultation** to be facilitated by volunteer lawyers from the Integrated Bar of the Philippines – Bohol Chapter.
4. All participants are encouraged to wear their old Brigada Eskwela T-shirt from previous years, particularly the Brigada Eskwela 2025 shirt, during the conduct of the kick-off activity.
5. All schools are directed to strictly observe and comply with the provisions and guidelines stipulated in DepEd Memorandum No. 027, s. 2026, for the proper implementation of Brigada Eskwela activities.

6. Teachers and non-teaching personnel are directed to participate in the conduct of Brigada Eskwela activities in their respective schools pursuant to DepEd Memorandum No. 027, s. 2026.

- Teaching and non-teaching personnel who render services beyond regular working hours, particularly from 5:00 PM to 8:00 PM, during the conduct of Brigada Eskwela activities shall be entitled to appropriate service credits or Compensatory Time-Off (CTO), subject to existing DepEd, CSC, and DBM rules and regulations, proper documentation, and certification by the school head.
- For teaching personnel, the grant of Vacation Service Credits (VSC) shall be governed by the provisions of DepEd Order No. 13, s. 2024 or the latest applicable guidelines on the grant of vacation service credits.
- For non-teaching personnel, the grant of Compensatory Time-Off (CTO) shall be subject to Civil Service Commission and Department of Budget and Management rules and regulations on overtime services and compensatory time-off.

7. School heads shall ensure proper attendance monitoring and submission of supporting documents for the processing of service credits and CTO.

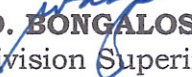

8. The participants to the Division Kick-Off Program shall include approximately two hundred (200) participants composed of the following:

Participants	Number of Participants
1. Division Personnel	30 pax
2. School Representatives (School Head, Brigada Eskwela Coordinator, and PTA Representative – 3 participants per school)	75 pax
3. Host School Teachers from Mansasa Elementary School	16 teachers
4. Philippine National Police Personnel	10 pax
5. Bureau of Fire Protection Personnel	10 pax
6. Kabalikat Volunteers	10 pax
7. Barangay Mansasa Officials and Representatives	10 pax
8. Unilab Medical Mission Representatives	15 pax
9. Kagawad Ingking and Volunteer Barbers	4 pax
10. Volunteer Lawyers from the Integrated Bar of the Philippines – Bohol Chapter	20 pax
Total	200 pax

9. School heads are encouraged to support the activity by disseminating information to stakeholders and promoting voluntary participation in Brigada Eskwela activities in their respective schools.

10. Expenses relative to and in the conduct of the Brigada Eskwela Division Kick-Off Program shall be charged against the Program Support Fund for Building Partnerships and Networking, subject to the usual accounting and auditing rules and regulations.

11. Immediate dissemination of and compliance with this Memorandum are desired.


WILFREDA D. BONGALOS PhD CESO V
Schools Division Superintendent 

WDB/JAAL/MCC/lem



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