



Republic of the Philippines  
**Department of Education**

REGION IV-A  
**SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE**

DIVISION MEMORANDUM  
NO. 154, s. 2020





**June 1, 2020**

To: Assistant Schools Division Superintendent  
OIC, Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
All Unit and Section Heads  
All Education Program Supervisors and Specialists  
All Public Schools District Supervisors  
All Public Elementary and Secondary School Heads  
All Concerned

**2020 DIVISION BRIGADA ESKWELA AND OPLAN BALIK ESKWELA  
VIRTUAL KICK-OFF**

1. Pursuant to DepEd Memorandum OU-LAPP No. Q229 s. 2020 titled “General Guidelines on the Joint Implementation of the 2020 Brigada Eskwela And Oplan Balik Eskwela,” this Office will be conducting the **Joint 2020 Brigada Eskwela And Oplan Balik Eskwela Division Virtual Kick-Off** themed “**Pagpapanatili ng Bayanihan Tungo sa Kalidad na Edukasyon Para sa Kabataan**” via Facebook and Youtube Live on **June 6, 2020**. The slogan for this activity shall be “**Bayanihan sa Paaralan**” which promotes sustainable and safe living and also highlights the partnerships and collective efforts to address the health and safety, social issues at home, school and community, relative to the New Normal.
2. The activity aims to:
  - a. gather and engage agencies, organizations, and other stakeholders in preparation for the opening of the SY 2020-2021;
  - b. raise stakeholders’ awareness regarding the Department’s preparations for the New Normal;
  - c. address the queries, problems, and other concerns in the preparation for the start of classes for SY 2020-2021
3. Participants to the said activity are all Division, District, and school teaching, teaching-related, and non-teaching personnel including Alternative Learning System. Other stakeholders i.e. parents, learners are also highly encouraged to watch the Division virtual kick off.



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4. Link of the livestream shall be made available in DepEd Cavite's official Facebook Page (DepEd Tayo Cavite Province).

5. All presenters and speakers are requested to submit their audio-visual presentation to [deped.cavite@deped.gov.ph](mailto:deped.cavite@deped.gov.ph) on or before June 3, 2020, 12:00 p.m.

6. Attached herewith are the following:

Attachment 1. Program Matrix

Attachment 2. Program Management Team and Terms of Reference

Attachment 3: List of Priority Resources to be Raised through Partnerships

7. Cash and in-kind donations may be sent from **June 1, 2020 until August 29, 2020**. Cash donations may be sent through the following details. **Proof/ receipt of transaction shall be sent to [depedcavite.sgod@deped.gov.ph](mailto:depedcavite.sgod@deped.gov.ph) cc: [marlene.panganiban001@deped.gov.ph](mailto:marlene.panganiban001@deped.gov.ph)**

DepEd Cavite's Landbank Account Number: 2052-1012-82

Account Name: DepEd Division of Cavite (Trust Fund account)

8. **All in-kind donations shall be communicated to the following Division personnel** to facilitate the centralized documentation and distribution of resources to be received:

Name	Position	Contact details
Ms. Marlene Panganiban	SEPS, SocMob	09992290971 <a href="mailto:depedcavite.sgod@deped.gov.ph">depedcavite.sgod@deped.gov.ph</a>
Mr. Edward Jovan Romen	Division Supply Officer	09992290969 <a href="mailto:depedcavite.supply@deped.gov.ph">depedcavite.supply@deped.gov.ph</a>

9. Expenses relative to the conduct of this activity shall be charged against the Sub-Allotment Release order (SARO) for Program Support Funds for Partnership Building and Linkages subject to the usual accounting and auditing rules and regulation.

10. Immediate and widest dissemination of this Memorandum is hereby directed.

**(SGD) ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

RMA/ DM. 154, s. 2020  
BU-303/ 06/01/2020



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Attachment 1 to Division Memorandum no. \_\_\_\_, s. 2020 DIVISION BRIGADA ESKWELA AND OPLAN BALIK ESKWELA KICK-OFF

**PROGRAM MATRIX**

<b>Date/ Time</b>	<b>Topic/ Activity</b>	<b>Resource Speaker/ Facilitator</b>
1:00 p.m. - 1:15 p.m.	National Anthem Prayer Acknowledgment of Participants  Welcome Message	<b>AVP</b>  <b>MARLENE P. PANGANIBAN</b> SEPS, SocMob  <b>ROMMEL C. BAUTISTA CESO V</b> Schools Division Superintendent
1:15 p.m.- 1:45 p.m.	Audio Visual Presentation of Brigada Eskwela and Oplan Balik Eskwela (with Alfonso CS Drum & Lyre)	<b>2019 BE First Place Winners</b> <b>2019 BE Jingle First Place Winner</b>
1:45 p.m. - 2: 15 p.m.	Rationale of the Conduct of the Joint Brigada Eskwela and Oplan Balik Eskwela Kick-Off Program	<b>USEC. TONISITO C. UMALI</b> Undersecretary, External Partnerships, DepEd CO
2:15 p.m. - 2:50 p.m.	Messages of Support	<b>MR. LARRY T. OCAMPO</b> President & CEO, City Savings  <b>MR. HENK HERMANS</b> General Manager, East West Seeds Foundation, Inc.  <b>MR. ED SUNICO</b> Vice President- UNILIVER Communications Philippines and South East Asia  <b>WILFREDO E. CABRAL</b> Regional Director  <b>HON. VIRGILIO S. LACSON</b> Congressman-Party List Manila Teachers' Mutual Aid System



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		<b>HON. RAMON “JOLO” B. BAUTISTA III</b> Vice Governor <b>HON. JUANITO VICTOR C. REMULLA</b> Governor
2:55 p.m. - 3:20 p.m.	Psychological First Aid Training	<b>ORLANDO B. BARACHINA</b> PDO IV- DRRM DepEd CO
3:20 p.m. - 3:50 p.m.	Investment in Education, Giving New Direction in Engaging Partners	<b>ROLLY V. SORIANO</b> PDO IV- External Partnership Services, DepEd CO
3:50 p.m. - 4:00 p.m.	Introduction of DepEd Cavite’s 12 Study O’clock	<b>ELPIDIA B. BERGADO</b> CID, Chief
4:00 p.m. - 4:20 p.m.	Launching of DepEd Cavite’s 12 Study O’ Clock	<b>AVP</b>
4:20 p.m. - 4:30 p.m.	Brigada Eskwela in the New Normal	<b>DIANA P. TOPACIO</b> Chief, SGOD
4:30 p.m. - 4:40 p.m.	Closing Remarks	<b>GALILEO L. GO</b> Assistant Schools Division Superintendent



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Attachment 2 to Division Memorandum no.\_\_\_\_, s. 2020 DIVISION BRIGADA ESKWELA AND OPLAN BALIK ESKWELA  
KICK-OFF

**EXECUTIVE COMMITTEE**

**ROMMEL C. BAUTISTA**  
Schools Division Superintendent

**GALILEO L. GO**  
Assistant Schools Division Superintendent

**DIANA P. TOPACIO**  
Chief, School Governance and Operations Division

**PROGRAM MANAGEMENT TEAM**

Registration                      May Anne Joy D. Romanes

Program                              Marlene P. Panganiban  
    Rey Ann M. Avilla

Technical and  
\*Documentation                  Julie Anne V. Vertudes  
    Raymond B. Casama  
    Margie Lyn P. Antazo





\*QATAME                            Kristine G. Dela Rosa

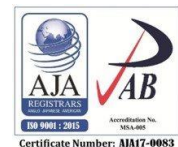
*\*Required Committee*

**XIII. Terms of Reference of Program Management Team**

<b>Committee</b>	<b>Responsibilities</b>
Program	<ul style="list-style-type: none"><li>• Prepare/ organize and lead the whole program flow</li><li>• Host the opening program and facilitate discussions and open forum</li><li>• Prepare and submit activity completion report and other pertinent documents</li><li>• Prepare, process, and issue certificates of PMT members and participants</li></ul>



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Registration	<ul style="list-style-type: none"><li>• Prepare and consolidate pre-registration of target participants</li><li>• Monitor and prepare report on the actual list of participants</li><li>• Assist in the preparation of certificates</li></ul>
Technical and Documentation	<ul style="list-style-type: none"><li>• Prepare the platform for the webinar</li><li>• Conduct photo and video documentation of the event</li><li>• Prepare a narrative or news report regarding the event</li><li>• Prepare/ collect and take charge in playing all audio-visual presentations and materials to be used during the activity</li><li>• Assist in facilitating the open forum</li></ul>
QATAME	<ul style="list-style-type: none"><li>• Consolidate participants' evaluation of the activity and identify areas for improvement</li><li>• Provide proponent and all units concerned with a copy of the evaluation results with corresponding recommendations</li></ul>



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Attachment 3 to Division Memorandum no. \_\_\_\_, s. 2020 DIVISION BRIGADA ESKWELA AND OPLAN BALIK ESKWELA

**LIST OF DIVISION'S PRIORITY RESOURCES TO BE RAISED THROUGH PARTNERSHIPS**

<b>Teachers and Personnel Needs</b>	<b>Learners' Needs</b>	<b>Teaching-Learning Needs</b>	<b>Learning Environment, Health and Safety Standards-related Needs</b>
Laptop/ Mobile Phone Pocket wifi (internet connection)	Laptop/ Mobile Phone Pocket wifi (internet connection)	Printers Ink Other materials for reproduction of learning resource packages for home-schooled (modular) learners	Thermal Scanners Sanitizers Disinfectant materials Gloves Multivitamins

Note: Other schools' particular needs which may arise may also be considered.



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