



August 16, 2016

DIVISION MEMORANDUM

No. 469 s. 2016

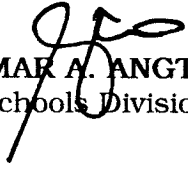
**CONFERENCE WORKSHOP OF SCHOOL ADOPT-A-SCHOOL
PROGRAM/BRIGADA ESKWELA COORDINATORS**

To: Assistant Superintendents
Education Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads

1. This Office announces the conduct of the Conference Workshop of All School Adopt-A-School Program/Brigada Eskwela Coordinators on August 23-24, 2016 at the Civil Service Commission Conference Hall, Sudlon, Lahug, Cebu City.
2. The workshop aims to introduce and orient the ASP/BE Coordinators on the accomplishment of the ASP quarterly report using the templates provided by the Central Office External Partnerships Service.
3. Participants to this workshop are directed to accomplish the templates per school which are hereto attached and bring during the conference said documents supported by the deed of donation and deed of acceptance.
4. Attention is invited to the following schedules:

August 23, 2016	8:00 A.M. - 12:00 noon	- Southwest Area Elem. & Sec.
	1:00 P.M. - 5:00 P.M.	- Southeast Area Elem. & Sec.
August 24, 2016	8:00 A.M.- 12:00 noon	- Northwest Area Elem. & Sec.
	1:00 P.M.- 12:00 noon	- Northeast Area Elem. & Sec.
5. All School Heads are enjoined to ensure the attendance of their ASP/BE Coordinators and to observe punctuality. No proxy is allowed.
6. All participants are required to bring laptops and flash drives/rewritable CDs.

7. A registration fee of Php 150.00 shall be collected from each participant to defray expenses for snacks and venue rental.
8. This Memorandum serves as **Authority to Travel** of the participants.
9. Registration fee, traveling and other incidental expenses shall be chargeable against School MOOE and other local funds, subject to the usual accounting and auditing rules and regulations.
10. Immediate and wide dissemination of this Memorandum is directed.


RHEA MAR A. ANGTUD, Ed. D., CESO VI
Schools Division Superintendent

Telephone Numbers:

Schools Division Superintendent: (032) 255-6405
Asst. Schools Division Superintendent: (032) 414-7457
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E-mail Add: depedcebuprovince@yahoo.com

Region: _____

PERIOD COVERED: _____

Division: _____

SCHOOL FACILITIES IMPROVEMENT AND IT SUPPORT PACKAGES

DONATION		RECIPIENT		QUANTITY	AMOUNT	PARTNERSHIP				DATE COMPLETED/TURN OVER
TYPES OF DONATIONS	PARTICULAR DONATION (Details of Donation)	SCHOOL ID	NAME OF SCHOOL			PRIVATE SECTOR	LGU/NGAs	NGOs	INTERNATIONAL	
Furniture and Appliances										
<i>chairs, tables, desks, shelves and cabinets, blackboards, fans, TV, Ref, kitchen equipment/utensils etc.)</i>										
TOTAL										

* Please attached the following documents:

1. Deed of Donation
2. Deed of Acceptance

Prepared by:

Noted by:

ASP COORDINATOR

CHIEF OF OFFICE

Approved by:

Schools Division Superintendent

Republic of the Philippines
Department of Education
EXTERNAL PARTNERSHIPS SERVICE

CONSOLIDATED QUARTERLY REPORT

Region: _____

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SENIOR HIGH SCHOOL PROGRAM SUPPORT PACKAGE

DONATION		RECIPIENT		QUANTITY	AMOUNT	PARTNERSHIP				DATE COMPLETED/TURN OVER
TYPES OF DONATIONS	PARTICULAR DONATION (Details of the donations)	SCHOOL ID	NAME OF SCHOOL			PRIVATE SECTOR	LGU/NGAs	NGOs	INTERNATIONAL	
1) Use of Facilities										
	<i>computer laboratories</i>									
	<i>Life Science Laboratory</i>									
	<i>Chemistry Laboratory</i>									
	<i>Physical Science laboratory</i>									
	<i>Music/Dance Studio/Room</i>									
	<i>Library</i>									
	<i>Tech Voc facilities and laboratories</i>									
	<i>School buildings/classroom</i>									
2) Professional Services and Expertise										
	<i>lecturer</i>									
	<i>resource speakers</i>									
3) Equipment, materials, machines										
	<i>audiovisual equipment</i>									
	<i>multimedia materials</i>									
	<i>Basic Science equipment</i>									
	<i>mechanics science equipment</i>									
	<i>sports equipment</i>									
	<i>Tech voc equipments</i>									
	<i>(sewing machines, kitchen and culinary, baking, handicraft, industrial arts, etc.)</i>									
4) Land and real Property										
5) Financial Support										
TOTAL										

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LEARNERS' AND TEACHERS' SUPPORT PACKAGE

DONATION		RECIPIENT		QUANTITY	AMOUNT	PARTNERSHIP				DATE COMPLETED/TURNOVER
TYPES OF DONATIONS	PARTICULAR DONATION (Details of Donations)	SCHOOL ID	NAME OF SCHOOL			PRIVATE SECTOR	LGU/NGAs	NGOs	INTERNATIONAL	
1) School Supplies and Unifoms										
2) Wellness, Health and Nutrition										
	<i>hearing aid</i>									
	<i>medical & dental check up</i>									
	<i>eye check up, eye glasses</i>									
	<i>feeding program (100 days)</i>									
	<i>vitamins, vaccination</i>									
	<i>anti-lice shampoo/treatment</i>									
	<i>Anti-dengue spray</i>									
	<i>feeding and kitchen paraphernalia</i>									
	<i>seeds for vegetables garden</i>									
	<i>planting utensils</i>									
3) Financial Support										
	<i>Financial Subsidy</i>									
4) Training and Skills Development										
	<i>Seminar-Workshop</i>									
	<i>Orientation programs</i>									
	<i>study tour, benchmarking</i>									
	<i>field trips</i>									
	<i>scholarship programs</i>									
5) Teaching and Learning Aids and Devices										
	<i>Reference and supplementary reading materials</i>									
	<i>manipulativeS (toy, flash cards, posters, board games, etc)</i>									
	<i>Other learning aids and devices</i>									
	TOTAL									

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LAST MILE LEARNERS' SUPPORT PACKAGE

DONATION		RECIPIENT		QUANTITY	AMOUNT	PARTNERSHIP			DATE COMPLETED/TURN OVER
TYPES OF DONATIONS	PARTICULAR DONATION (Details of Donations)	SCHOOL ID	NAME OF SCHOOL			PRIVATE SECTOR	LGU/NGAs	NGOs	
Kariton Klasrum									
Lighted PH									
	<i>solar panels and lamps</i>								
Pedals and Paddles									
	<i>bikes</i>								
	<i>boats</i>								
Others									
	TOTAL								

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CHIEF OF OFFICE

Approved by:

Schools Division Superintendent