



Republic of the Philippines
Department of Education
 REGION III - CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUNOZ

08 May 2026

SCHOOLS DIVISION MEMORANDUM

No. 148, s. 2026

UTILIZATION OF SCHOOL PREPAREDNESS CHECKLIST IN PREPARATION FOR SY 2026-2027 BASED ON UNNUMBERED MEMO ON PROJECT HANDA: DEPED SCHOOL READINESS 2026

To: Assistant Schools Division Superintendent
 CID and SGOD Chief Education Supervisors
 All Public and Private Elementary and Secondary Schoolheads
 All Others Concerned

1. In preparation for the opening of School Year (SY) 2026-2027, this Office instructs all public elementary and secondary schools to utilize the Annex A: School Preparedness Checklist on "Project HANDA: DepEd School Readiness 2026" to ensure a smooth and timely opening of classes.
2. Attached is the unnumbered memorandum dated April 9, 2026, Re: PROJECT HANDA: DepEd School Readiness 2026 for reference.
3. For clarification, you may contact the Division Information Officer through lamberto.corpuz@depd.gov.ph or at cellphone number 0935 631 0043.
4. For information and strict compliance.

JOHANNA N. GERVACIO PhD, CESO V
 Schools Division Superintendent ✓



Encl: As stated
 Reference: Unnumbered CO memorandum dated April 9, 2026

To be indicated in the Perpetual Index
 Under the following subjects:
 School preparedness PROJECT Handa

LPCSEps-SBM Implementation Survey
 01smn 05/8/2026



Address: Brgy. Rizal, Science City of Muñoz, 3119
 Email Address: munozscience.city@depd.gov.ph



Republic of the Philippines

Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR PUBLIC AFFAIRS AND EXTERNAL PARTNERSHIPS

CO-EPS NO. _____, s. 2026

MEMORANDUM

TO : **ALL REGIONAL DIRECTORS
ALL SCHOOLS DIVISION SUPERINTENDENTS**

ATTENTION : **ALL REGIONAL PARTNERSHIP FOCAL PERSONS
ALL DIVISION PARTNERSHIP FOCAL PERSONS**

FROM : 
CILETTE LIBORO CO
Assistant Secretary

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

DATE : April 10, 2026

In preparation for the opening of School Year 2026–2027, the Department of Education is implementing **Project HANDA: DepEd School Readiness 2026**, an initiative aimed at ensuring a smooth, safe, and timely opening of classes nationwide, issued under Memorandum dated March 24, 2026 from Atty. Fatima Lipp D. Panontongan, Undersecretary and Chief of Staff.

Project HANDA requires the submission and consolidation of school readiness data in the following areas:

- A. School Infrastructure and Facilities;
- B. Sites and Expansion;
- C. Safety and Disaster Risk Reduction and Management (DRRM);
- D. Digital Readiness and Connectivity;
- E. School-Based Feeding Program;
- F. Senior High School / Technical-Vocational Livelihood Readiness;
- G. Partnerships and Brigada Eskwela Mobilization; and**
- H. Learning Readiness.

Relative to Item G – Partnerships and *Brigada Eskwela* Mobilization, the following guidance is provided for compliance:

- 1. Use of the School Preparedness Checklist.** The attached School Preparedness Checklist, as provided in the 2026 *Brigada Eskwela* Guidelines and previous *Brigada Eskwela* issuances, shall be used as the primary tool for pre-identifying school needs related to partnerships and volunteer support.

- 2. Data Collection and Consolidation.** Schools shall accomplish the checklist and submit the results to their respective Schools Division Offices (SDOs). Divisions and Regions shall consolidate the data, which may be facilitated through a Google Form or similar digital platform.
- 3. Partnership Mobilization.** The consolidated data shall serve as the basis for mobilizing assistance from Local Government Units (LGUs), National Government Agencies (NGAs), private partners, and volunteers. National-level coordination and existing Memorandum of Understanding (MOUs) initiated by the External Partnerships Service (EPS) shall complement regional and division-level efforts.
- 4. Compliance with the No Solicitation Policy.** Partnership mobilization shall be carried out through coordinated national, regional, and division-level mechanisms to ensure full compliance with the **No Solicitation Policy**. Schools are not required to directly solicit resources.

Attached is the signed Complete Staff Work approved by the Office of the Secretary authorizing the above cited guidelines on the submission of Partnerships and *Brigada Eskwela* Mobilization Report under Project HANDA.

All Field Offices are enjoined to disseminate this information to concerned personnel and ensure proper implementation and reporting of requirements related to Project HANDA.

Reports and other clarifications about this matter may be submitted and communicated through the following channels:

- Central Office. : External Partnerships Service (EPS)
external.partnerships@deped.gov.ph /
externalpartnerships@deped.gov.ph
(02) 8638-8637 / (02) 86388639
- Regional Office : Education Support Service Division (ESSD)
<https://tinyurl.com/DepEdROSDODirectory>
- Schools Division Office: School Governance Operations Division (SGOD)
<https://tinyurl.com/DepEdROSDODirectory>

For guidance and compliance.

ANNEX A

School Preparedness Checklist

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	
I. Facilities and Infrastructure <ul style="list-style-type: none"> ▪ Classrooms are clean, well-ventilated, and conducive to learning ▪ Electrical wiring, outlets, and lighting systems are inspected and functional ▪ Water supply, plumbing, and sanitation facilities are clean and operational ▪ Furniture (desks, chairs, tables) is in good condition and sufficient for enrolled learners ▪ Emergency exits are clearly marked and accessible ▪ School grounds are free from hazards (e.g., debris, broken glass, etc.) 	<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"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
II. Learning Resources <ul style="list-style-type: none"> ▪ Sufficient textbooks, modules, and other learning materials are available ▪ Teaching aids (projectors, visual materials, etc.) are functional and accessible ▪ ICT equipment (computers, tablets) is tested and ready for use ▪ Libraries and reading corners are organized and equipped 	<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"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
III. Health and Safety <ul style="list-style-type: none"> ▪ First aid kits are complete and easily accessible ▪ Emergency contact information is updated and displayed prominently ▪ School disaster preparedness plan is reviewed and communicated to staff ▪ Health protocols (e.g., handwashing stations, sanitation supplies) are in place 	<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"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	


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	
IV. Staff and Personnel <ul style="list-style-type: none"> ▪ Teachers have received orientation or briefing on school policies and programs ▪ Security personnel are properly assigned and briefed on protocols ▪ Guidance counselors and support staff are available as needed 	<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"/>	
V. Enrollment and Documentation <ul style="list-style-type: none"> ▪ Updated student records, including contact details and medical information ▪ Class schedules, sections, and teacher assignments are finalized ▪ Parent-teacher communication channels are established 	<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"/>	
VI. Partnerships and Community Engagement <ul style="list-style-type: none"> ▪ Partnerships with local stakeholders (e.g., LGUs, NGOs) are coordinated ▪ Volunteers for school maintenance and volunteer activities are identified ▪ Advocacy campaigns for <i>Brigada Eskwela</i> are implemented 	<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"/>	
VII. Emergency and Disaster Preparedness <ul style="list-style-type: none"> ▪ Fire extinguishers, emergency alarms, and evacuation plans are in place ▪ Emergency drills (earthquake, fire, etc.) are scheduled and communicated ▪ Designated evacuation areas are identified and prepared 	<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"/>	
VIII. Support for Learners <ul style="list-style-type: none"> ▪ Counseling support services are available ▪ Inclusive education measures for learners with special needs are implemented ▪ School feeding programs are prepared if applicable 	<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"/>	

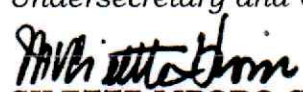


Republic of the Philippines
Department of Education
EXTERNAL PARTNERSHIPS SERVICE

CO-EPS NO. _____, s. 2026

MEMORANDUM

FOR : 
ATTY. FATIMA LIPP D. PANONTONGAN
Undersecretary and Chief of Staff

FROM : 
CILETTE LIBORO CO
Assistant Secretary
Public Affairs and External Partnerships

SUBJECT : **SUBMISSION OF REPORT ON "Project HANDA: DepEd School Readiness 2026" FOR THE BRIGADA ESKWELA MOBILIZATION**

DATE : April 9, 2026

I. BACKGROUND OF REQUEST

In preparation for the opening of School Year (SY) 2026-2027, the Office of the Secretary issued a memorandum on "Project HANDA: DepEd School Readiness 2026" aimed to ensure a smooth and timely opening of classes. The memorandum requests submission of data covering the following areas:

- A. School Infrastructure and Facilities
- B. Sites and Expansion
- C. Safety and Disaster Risk Reduction and Management (DRRM)
- D. Digital Readiness and Connectivity
- E. School-Based Feeding Program
- F. Senior High School/Technical-Vocational Livelihood Readiness
- G. Partnerships and Brigada Eskwela Mobilization**
- H. Learning Readiness

Specifically on item G. Partnerships and Brigada Eskwela Mobilization, which requires the pre-identification of school needs and securing early commitments from LGUs, private partners, and volunteers, the following clarifications and support mechanisms are provided:

- Use of School Preparedness Checklist:

The School Preparedness Checklist (attached as Annex A), included in the draft 2026 *Brigada Eskwela* Guidelines and previous Brigada Eskwela issuances, may already be utilized by schools as the primary tool for pre-identifying school needs.

Schools may accomplish the checklist and submit the results to their respective Schools Division Offices (SDOs). The checklist may also be converted into a

Google Form or similar platform to facilitate easier consolidation of data at the division and regional levels.

These reports shall serve as the basis for mobilizing support from various partners and stakeholders, ensuring that assistance is targeted, needs-based, and aligned with school readiness priorities.

- **National and Local Partnership Mobilization:**

The External Partnerships Service (EPS) has already initiated national-level coordination with partner agencies. A communication addressed to the Department of the Interior and Local Government (DILG) requesting LGU support for public schools during *Brigada Eskwela* has been prepared.

Similarly, Memoranda of Understanding (MOUs) with National Government Agencies (NGAs) and private organizations have been developed to formalize support for school readiness initiatives. These national-level efforts complement regional and division-level partnership mobilization to ensure timely provision of schools assistance. It addresses concerns regarding potential violations of the No Solicitation Policy, particularly with respect to school personnel.

These efforts allow schools to benefit from partner assistance without requiring school personnel to directly solicit resources, thereby ensuring adherence to existing policies.

Given these mechanisms, field offices may utilize the existing tools and processes for reporting and mobilizing partnerships under Item G of Project HANDA.

II. CLEAR STATEMENT OF REQUEST

In view of the foregoing, approval is respectfully requested for field offices to utilize the existing School Preparedness Checklist and partnership mobilization mechanisms for the reporting requirements for Item G. Partnerships and Brigada Eskwela Mobilization under Project HANDA: DepEd School Readiness 2026.

III. RECOMMENDED ACTION

It is respectfully recommended that the Office of the Secretary:

- Approve the use of the School Preparedness Checklist as the reporting tool for Item G. Partnerships and Brigada Eskwela Mobilization under Project HANDA: DepEd School Readiness 2026;
- Direct Regional Offices and Schools Division Offices to:
 - Utilize the checklist in gathering pre-identified school needs;
 - Consolidate data to support Brigada Eskwela mobilization; and
 - Coordinate with LGUs, NGAs, and partners based on identified needs;

- Recognize that partnership mobilization for Brigada Eskwela shall be undertaken through coordinated national, regional, and division-level efforts to ensure compliance with the No Solicitation Policy

IV. DRAFT ACTION DOCUMENT

Should you find the recommendation above favorable, we would appreciate receiving your approval at the bottom of the last page of this document with Your Honor's signature affixed at the face of this Memorandum.

Thank you very much.

-
- APPROVED
 - DISAPPROVED
 - REMARKS/COMMENTS