



Republic of the Philippines  
Department of Education  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY

August 04, 2023

**DIVISION MEMORANDUM**  
No. 386, s. 2023

**BRIGADA ESKWELA 2023: FIRE SAFETY AND INSPECTION**

To: ASST. SCHOOLS DIVISION SUPERINTENDENT  
CURRICULUM IMPLEMENTATION DIVISION CHIEF  
SCHOOLS GOVERNANCE AND OPERATIONS DIVISION CHIEF  
PUBLIC SCHOOLS DISTRICT SUPERVISOR  
DIVISION SCHOOL MOBILIZATION & NETWORKING SECTION  
DIVISION DRRM COORDINATOR  
ALL ELEMENTARY AND SECONDARY SCHOOL HEADS  
ALL SCHOOL DRRM TEAMS AND COORDINATORS  
ALL SCHOOL BRIGADA ESKWELA COORDINATORS  
SELECT DIVISION PERSONNEL  
ALL OTHERS CONCERNED

1. In line with Division Memo 381, s.2023 entitled SCHOOL-LEVEL BRIGADA ESKWELA IMPLEMENTATION, the Brigada Eskwela (BE) Activities are to be conducted from August 14 to 19, 2023.
2. Furthermore, in line with DepEd Order No. 28, series of 2016 or the Guidelines on Strengthening the Fire Safety and Awareness Program (FSAP) it is stipulated the four (4) main activities to undertake.
  - a. School Fire Safety Plan
  - b. Fire Safety Inspection
  - c. Fire Drills and Fire Safety Lectures for School Personnel
  - d. Quarterly Fire Drills and Fire Safety Lectures for Learners and School Personnel
3. Thus, this Division enjoins all schools to facilitate the conduct of Fire Safety Inspection in coordination with the Bureau of Fire Protection (BFP) or the Dipolog City Fire Station (DCFS) during the BE Activities. A **scanned copy (PDF) of Fire Safety Inspection Certificate (FSIC)** shall be submitted not later than **August 25, 2023** to the Division Office through email at [alan.chiu@deped.gov.ph](mailto:alan.chiu@deped.gov.ph).
4. Moreover, to ensure smooth coordination with BFP/DCFS, the following are the recommended/suggested steps:



- a. Submit a Letter of Request to BFP/DCFS, addressed to:  
C/Insp. Edselle E. Manogura  
City Fire Marshall  
Dipolog City Fire Station  
Barra, Dipolog City
  - b. Accommodate inspectors during BE Activities for the conduct of fire safety inspection
  - c. Identify actions and plans to address violations/deficiencies
  - d. Address violations and deficiencies to ensure compliance with the Fire Code
5. A Division Monitoring Team shall also verify the conduct of Fire Safety Inspection during the BE activities.
  6. For questions or clarifications, kindly contact ALAN D. CHIU, Division DRRM Coordinator, at 0907-054-7070.
  7. Immediate dissemination of this Memorandum is highly desired.

  
**MA. LIZA R. TABILON, EdD., CESO V**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index  
under the following subjects:

SGOD, DRRM	Brigada Eskwela	Fire Safety Inspection
Schools	Fire Safety & Awareness Program	

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