



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

February 20, 2024

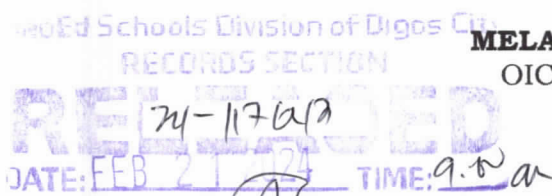
DIVISION MEMORANDUM

No. 014, s. 2024

**REQUEST FOR THE ACCOMPLISHMENT OF THE ONLINE SURVEY ON
SCHOOL HARDSHIP FACTORS FOR THE SPECIAL
HARDSHIP ALLOWANCE (SHA)**

To : Curriculum Implementation Division
Schools Governance and Operations Division
All Public Elementary and Secondary School Heads

1. Pursuant to Memorandum DM-OUHROD-2024-0106 and Regional Memorandum AD-2024-025 and AD-2024-036 re: "Request for the Accomplishment of the Online Survey on School Hardship Factors for the Special Hardship Allowance (SHA)", School Heads are hereby instructed to accomplish the survey form on or before **February 29, 2024**, through this link: bit.ly/2024SHASurvey.
2. The data to be collected in this survey will be used for the SHA policy revision and are not part of the annual BEIS school data collection.
3. Only School Heads in Schools with Official School ID shall answer the survey.
4. School Heads shall ensure the correctness of the data as this will serve as the school's final data for analysis and finalization of the hardship index. Thus, no further validation is to be conducted.
5. Furthermore, attached is the Advisory from the Office of the Director of the Bureau of Human Resource and Organizational Development for the additional instructions and clarifications on filling-up the survey form.
6. For information and strict compliance.

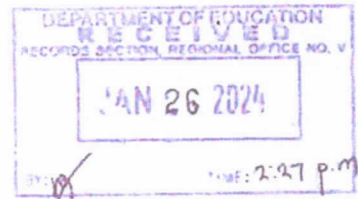


Melanie P. Estacio
MELANIE P. ESTACIO, Ph.D., CESO VI
OIC Schools Division Superintendent

Enclosed: As stated.
SGOD/PRME/ama



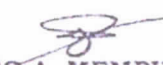
Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396

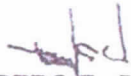


Republika ng Pilipinas
Department of Education
 OFFICE OF THE UNDERSECRETARY
 HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
 DM-OUHROD-2024-0106

TO : REGIONAL DIRECTORS
 SCHOOLS DIVISION SUPERINTENDENTS
 REGIONAL PLANNING OFFICERS
 DIVISION PLANNING OFFICERS
 PUBLIC SCHOOL DISTRICT SUPERVISORS
 SCHOOL HEADS
 ALL OTHERS CONCERNED

FROM : 
NOLASCO A. MEMPIN
Undersecretary
Office of the Undersecretary for Administration


WILFREDO E. CABRAL
Regional Director
Officer-in-Charge, Office of the Undersecretary for Human Resource and Organizational Development

SUBJECT : REQUEST FOR THE ACCOMPLISHMENT OF THE ONLINE SURVEY ON SCHOOL HARDSHIP FACTORS FOR THE SPECIAL HARDSHIP ALLOWANCE (SHA) }

DATE : 24 January 2024

The Department of Education (DepEd), through the Bureau of Human Resource and Organizational Development-School Effectiveness Division (BHROD-SED), has partnered with UNICEF to conduct a joint study that will review and evaluate the implementation of the Special Hardship Allowance (SHA) Policy through Department Order 039, s. 2021 and Department Order 017 s. 2023. Among the goals of the joint study are to review the SHA inclusion and exclusion criteria and identify the school hardship factors that will comprise the Hardship Index (HI). The HI is the targeting system used for identifying hardship posts. The result of the study shall be the basis for the development of new guidelines for the provision of SHA to eligible teachers starting in FY 2024.

In this regard, BHROD-SED together with the Planning Service - Education Management Information System Division (PS-EMISD), developed a data collection tool that aims to gather relevant data on the geographical characteristics of all public schools. This data shall augment the current DepEd

data in the Basic Education Information System (BEIS) on school characteristics and Philippine Statistics Authority data to provide a more holistic account of the situation of all public schools. Kindly note that the data to be collected in this survey will be used for SHA policy revision and is not part of the annual BEIS school data collection.

All **School Heads** are requested to complete the survey through this link: bit.ly/2024SHASurvey

Only School Heads in schools with official *SCHOOL ID* shall answer the survey. If a school head is assigned to a cluster of schools, there should be one (1) data entry per school. Kindly ensure the correctness of the data as this will serve as the school's final data for analysis and finalization of the hardship index. Thus, no further validation is to be conducted.

Further, we request the assistance of **Division Planning Officers and Public-School District Supervisors (PSDs)** to ensure the dissemination and accomplishment of the online survey by the school heads **on or before February 29, 2024**. A regular monitoring session with the Division Planning Officers to check the school submission rate shall be undertaken.

For further concerns and clarifications, you may contact BEIS ID S&D through email at beisid@deped.gov.ph, copy furnished, or telephone number (02) 8633-5397.



Republic of the Philippines
Department of Education
 DAVAO REGION

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DepEd-Davao City Division
 RECORDS SECTION
 FEB 02 2024
 By: V.R.
 Signature: _____
 Control No. _____

DepEd-Davao City Division
 RECORDS SECTION
RELEASED
 JAN 30 2024
 By: _____
 Date/Time: 1:25
 Control No. _____

Office of the Regional Director

REGIONAL MEMORANDUM
 AD-2024-025

To : Schools Division Superintendents
 Chief Administrative Officer - AD and FD

Subject: REQUEST FOR THE ACCOMPLISHMENT OF THE ONLINE
 SURVEY ON SCHOOL HARDSHIP FACTORS FOR THE SPECIAL
 HARSHIP ALLOWANCE (SHA)

Date : January 29, 2024

DEPT. OF EDUCATION UNIT
 DATE: 2/5/24 1:57 PM
 BY: _____

Herewith is Memorandum DM-OUHROD-2024-0106 dated January 24, 2024 from the Office of the Undersecretary for Human Resource and Organizational Development, contents are self-explanatory.

Schools Division Superintendents are directed to ensure the completion of the online survey through bit.ly/2024SHASurvey on or before February 29, 2024.

For information and strict compliance.

ALLAN G. FARNAZO
 Director

Enclosed: As stated.

ROA3/PS/lty

DEPARTMENT OF EDUCATION
 RECORDS SECTION
RELEASED

By: _____
 Date: JAN. 30, 2024
27452



Address: F. Torres St., Davao City (8000)
 Telephone Nos.: (082) 291-1665; (082) 221-6147
 Email Address: region11@deped.gov.ph
 Website: www.depedroxi.ph

RS
27771



Schools Division Office - Davao City
RECORDS SECTION

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Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM
AD-2024-036

To : Schools Division Superintendents

Subject: **ADVISORY ON ADDITIONAL INSTRUCTIONS FOR THE
ONLINE SURVEY ON SCHOOL HARDSHIP FACTORS FOR
SPECIAL HARDSHIP ALLOWANCE**

Date : February 08, 2024

Herewith is the Advisory received by this Office on February 07, 2024, from the Bureau of Human Resource and Organizational Development, about additional instructions for the accomplishment of the online survey on Online Survey on School Hardship Factors for the Special Hardship Allowance, contents are self-explanatory.

Widest dissemination is hereby desired.

ALLAN G. FARNAZO
Director IV

Enclosed: As stated.

ROA3/PS/ljj

DEPARTMENT OF EDUCATION
RECORDS SECTION
RELEASED

By: [Signature]
Date: Feb. 14, 2024
27771



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147
Email Address: region11@depd.gov.ph
Website: www.depedoxi.ph



Republic of the Philippines
Department of Education

BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

DEPARTMENT OF EDUCATION REGION
RECORDS SECTION
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By: [Signature] Time: 2-7-24 9:26

OFFICE OF THE DIRECTOR

ADVISORY

This has reference to the issued memoranda Re: **DM-OUHROD-2024-0106** with subject **Request for the Accomplishment of the Online Survey on School Hardship Factors for the Special Hardship Allowance (SHA)**, we would like to reiterate and clarify the process of answering the survey form.

Below are the additional instructions on filling-up the survey form:

Section / Question	Clarification
C. Information on the Availability and Access to Transportation from School to the Municipal/City Hall	
<ul style="list-style-type: none"> Select a usual mode of travel from school to the municipal/city hall that has jurisdiction to the barangay of your school for the frequently used route for majority of the teachers? 	<ul style="list-style-type: none"> Usual Mode/s of travel means 75%-100% of the time these modes are used. For teachers with more than one (1) usual mode of travel, you may choose "other" as option and indicate all the usual modes of transportation used. For example: For teachers from School A to reach the city/municipal hall, they need to walk for the first 2 kms, and habal-habal for the rest of the travel. Thus, the said school has two (2) usual travel mode (one-way). With this, choose "other" as option and indicate walk and habal-habal.
<ul style="list-style-type: none"> What is the usual one-way Travel Time (in minutes) from school to the municipal/city hall that has jurisdiction to the barangay of your school using this mode of travel? 	<ul style="list-style-type: none"> Usual one-way Travel time (in minutes) is the accumulated travel time using the usual travel modes. For example, the one-way travel time of the teachers from School A to city/municipal hall are as follows: <ol style="list-style-type: none"> walk for 30 minutes; and habal-habal for 90 minutes <p>Thus, the one-way travel time to be inputted should be the accumulated one-way travel time which is 120 minutes.</p>



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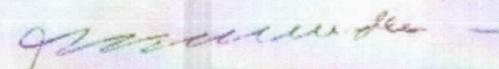
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Effectivity	09.20.21	Page	1 of 2



<ul style="list-style-type: none"> • What is the usual one-way Travel Cost (in Pesos) from school to the municipal/city hall that has jurisdiction to the barangay of your school using this mode of travel? 	<ul style="list-style-type: none"> • Usual one-way Travel cost (<i>in Pesos</i>) is the accumulated travel cost using the usual travel modes. • For example, the one-way travel cost of the teachers from School A to city/municipal hall are as follows: <ol style="list-style-type: none"> walk – No cost; and habal-habal – 200Php <p>Thus, the one-way travel cost to be inputted should be the accumulated one-way travel cost which is 200Php.</p>
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For further queries and concerns, please contact the Bureau of Human Resource and Organizational Development -School Effectiveness Division (BHROD-SED) through email at support.sha@deped.gov.ph or via landline at (02) 8633-5397.

For your information and guidance.


MARIO M. BERMUDEZ, CESO VI
 Director III
 Bureau of Human Resource and Organizational Development



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