



Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

DM 2024-02-074
DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: 2/26/24 TIME: 4:12
BY: [Signature]

DIVISION MEMORANDUM
No. 074, s. 2024

To: Chief Education Supervisors, CID and SGOD
Public School District Supervisor
Public School Heads and Principals
This Division

FROM: 
CHERRY MAE L. LIMBACO - REYES
Schools Division Superintendent

SUBJECT: ONLINE SURVEY ON SCHOOL HARDSHIP FACTORS FOR THE SPECIAL
HARDSHIP ALLOWANCE (SHA)

DATE: February 23, 2024

1. Pursuant to the attached Regional Memorandum No. 98 s. 2024 re: **Online Survey on School Hardship Factors for The Special Hardship Allowance (SHA)** all school heads and principal are requested to comply the survey through this link: bit.ly/2024SHASurvey before February 29, 2024.
2. Any concern and clarification regarding this memorandum, you may contact BHROD-SED through email at bhrod.sed@deped.gov.ph, copy furnished support.sha@deped.gov.ph or telephone number (02) 8633-5397.
3. for your guidance and compliance

Encl.: attached as stated
Copy Furnished: Records Unit



2024-90933

Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO

1163
JH 02/20/24

February 15, 2024

REGIONAL MEMORANDUM

No. 098, s. 2024

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

To: Schools Division Superintendents
Assistant Schools Division Superintendents
Public Schools District Supervisors
Division Planning Officers
School Heads
All Others Concerned

1. This issuance refers to the **DM-OUHROD-2024-0106 re: Request for the Accomplishment of the Online Survey on School Hardship Factors for the Special Hardship Allowance (SHA)** and the advisory issued by the Bureau of Human Resource and Organizational Development (BHROD) relative to the online survey on SHA.
2. All School Heads are requested to complete the survey through this link: [https://www.surveymonkey.com/s/online-survey-on-school-hardship-factors-for-the-special-hardship-allowance-sha](#) **on or before February 29, 2024**. 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. Accuracy of data should be ensured as this will serve as the school's final data for analysis and finalization of hardship index and there won't be any further validation to be conducted.
3. Public Schools District Supervisors and Division Planning Officers are requested to assist the School Heads to ensure that the online survey is accomplished by school heads on or before the deadline. Further, a regular monitoring session with the Division Planning Officers must be undertaken to check the school submission rate.
4. Enclosed is the advisory from BHROD which addresses common issues raised by the field. For further concerns and clarifications, you may contact BHROD-SED through email at bhrod.sed@deped.gov.ph, copy furnished support.sha@deped.gov.ph, or telephone number (02) 8633-5397.
5. This Office strictly observes the Equal Opportunity Policy (EOP) in all steps to be undertaken for this purpose. Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account

of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.

6. This Office directs the immediate and wide dissemination of this Memorandum.



DR. ARTURO B. BAYOCOT, CESO III
Regional Director

perman

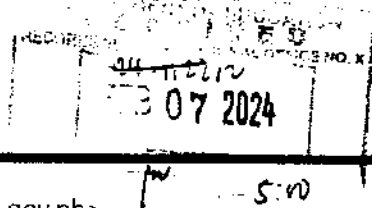
ATCH.: As stated
To be indicated in the Perpetual Index
under the following subject:

BENEFITS DATA REPORTS SURVEY

ASD-PS/amma-d

DTS # 24-112212

DEPED X NORTHERN MINDANAO



From: School Effectiveness Division <bhrod.sed@deped.gov.ph>
Sent: Monday, 5 February 2024 9:59 am
To: Office of the USec for Human Resource & Organizational Dev (OUHROD)
Cc: DEPED I ILOCOS REGION; DEPED II CAGAYAN VALLEY; DEPED III CENTRAL LUZON; DEPED REGION IV-A CALABARZON; MIMAROPA REGION; DEPED V BICOL REGION; DepEd VI Western Visayas; DepEd Region VII Central Visayas; REGION VIII EASTERN VISAYAS; DEPED IX ZAMBOANGA PENINSULA; DEPED X NORTHERN MINDANAO; DEPED XI DAVAO REGION; DEPED XII SOCCSKSARGEN; DEPED REGION XIII CARAGA; DEPED CORDILLERA ADMINISTRATIVE REGION; DEPED NATIONAL CAPITAL REGION; Noel Tamdog Baluyan; Bellanie Crista Mendoza Iddoba; Planning Service Office of the Director; Nolasco Mempin; Jose Zacarias Noel De Castro; OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION (OUA); PS - Education Management Information System Division; Marieta Atienza; Ariel Tandingan; Joergette Razielle Regadio; Bureau of Human Resources and Organizational Development Office of the Director; to: Office of the Undersecretary for Human Resource and Organizational Development (OUHROD); Andrea Lim; Ralph Louis Quejada; Sharon Ayala; Rachel Malate; Sonia Sobremisana; Dexter Pante; Marian Efono; Noverose Dadole; Christopher Devera; Sebastian Cheng; Rosalyn Manares; SCHOOL EFFECTIVENESS DIVISION - SPECIAL HARDSHIP ALLOWANCE; Leona Victoria Teves; Rizza Buiza; RACHEL MALATE; Resty Osias; Mario Bermudez; Jeric Francis Llanto; Ina Marie Claire Mallari; Raymond Jason Aquino; Wilfredo Cabral
Subject: Re: [DM-OUHROD-2024-0106] REQUEST FOR THE ACCOMPLISHMENT OF THE ONLINE SURVEY ON SCHOOL HARDSHIP FACTORS FOR THE SPECIAL HARDSHIP ALLOWANCE (SHA)
Attachments: SHA Survey Advisory Feb 2024.pdf

Dear **ALL**:

In 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)**, this Office would like to issue an **advisory** (see *attached*) containing additional instructions in accomplishing the survey form.

Thank you,

On Fri, Jan 26, 2024 at 2:21 PM Office of the Undersecretary for Human Resource and Organizational Development (OUHROD) <usec.hrod@deped.gov.ph> wrote:

Dear **All**:

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

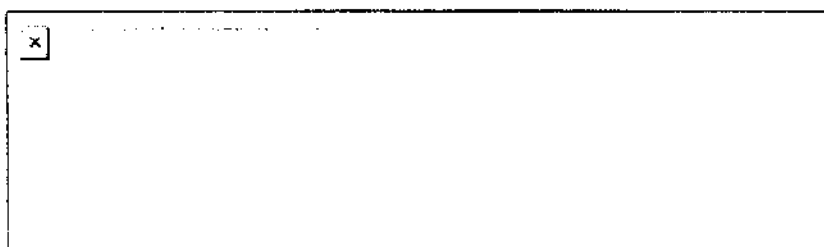
gather relevant data on the geographical characteristics of all public schools. This data shall augment the current DepEd data in the Basic Education Information System (BEIS) on school characteristics and Philippine Statistics Authority data to provide a more holistic account of the situation of all 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 BHROD-SED through email at _____, copy furnished _____, or telephone number (02) 8633-5397.





Republic of the Philippines
Department of Education

BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

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.

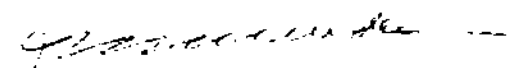
Below are the additional instructions on filling-up the survey form:

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>

<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: <ul style="list-style-type: none"> i. walk – No cost; and ii. 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