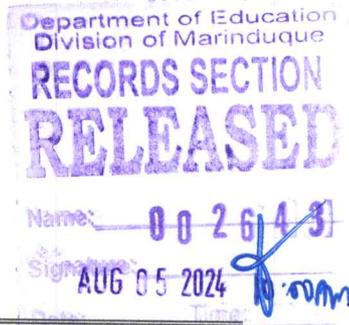




Republic of the Philippines  
**Department of Education**  
**MIMAROPA REGION**  
SCHOOLS DIVISION OF MARINDUQUE



**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

TO: Asst. Schools Division Superintendent  
Chief Education Supervisors  
Public Schools District Supervisors, Boac North and Torrijos  
School Heads of Tumagabok ES, Payanas ES, and Talawan ES  
All Others Concerned

FROM:   
**LYNN G. MENDOZA, EdD**  
OIC, Schools Division Superintendent

SUBJECT: **DISSEMINATION OF DEPED MEMORANDUM-OUHROD-2024-1311 RE: CONDUCT OF SURVEY ON THE MONITORING AND EVALUATION FOR THE SPECIAL HARDSHIP ALLOWANCE (SHA) AND OTHER PROGRAMS/POLICIES IMPLEMENTED AT THE SCHOOL LEVEL**

DATE: August 1, 2024

1. Attached is Regional Memorandum FTAD-2024-008 dated July 30, 2024 titled Dissemination of Deped Memorandum-OUHROD-2024-1311 Re: *Conduct of Survey on the Monitoring and Evaluation for the Special Hardship Allowance (SHA) and other Programs/Policies Implemented at the School Level*, for information and guidance of all concerned.
2. The survey will be primarily focused on SHA and other BHROD-SED programs/policies implemented at the school level such as but not limited to School-Based Management (SBM), School Governance Council (SGC), Teacher Workload, deployment of teaching and school-based non-teaching positions, electronic school form (eSF7).
3. Should there be clarifications, all concerned may contact Dr. Fretzie P. Alcantara, SEPS – SMM&E/Division SBM Coordinator.
4. For immediate dissemination and strict compliance.

SGOD-SMM&E/FA

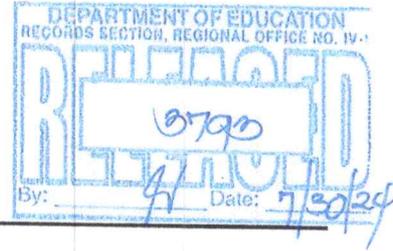
*"DepEd Marinduque: Heart of the Philippines.  
Lead to Excel. Excel to Lead."*



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Republic of the Philippines  
Department of Education  
MIMAROPA REGION



Office of the Regional Director

**REGIONAL MEMORANDUM**  
**FTAD-2024-008**

**TO :** ASSISTANT REGIONAL DIRECTOR  
SCHOOLS DIVISION SUPERINTENDENTS OF:  
OCCIDENTAL MINDORO, ORIENTAL MINDORO  
MARINDUQUE, PALAWAN AND ROMBLON  
CHIEF EDUCATION SUPERVISORS-SGOD  
DIVISION SBM COORDINATORS  
PUBLIC SCHOOLS DISTRICT SUPERVISORS  
PUBLIC SCHOOL HEADS  
ALL OTHERS CONCERNED

*Magpapas*  
**FROM :** NICOLAS T. CAPULONG, PhD, CESO III  
Director IV  
Regional Director *[Signature]*

**SUBJECT :** DISSEMINATION OF DEPED MEMORANDUM -OUHROD-2024-1311 RE: CONDUCT OF SURVEY ON THE MONITORING AND EVALUATION FOR THE SPECIAL HARDSHIP ALLOWANCE (SHA) AND OTHER PROGRAMS/POLICIES IMPLEMENTED AT THE SCHOOL LEVEL

**DATE :** JULY 30, 2024

For the information and guidance of all concerned, this Office disseminates the enclosed DepEd Memorandum OUHROD-2024-1311, titled: **Conduct of Survey on the Monitoring and Evaluation for the Special Hardship Allowance (SHA) and Other Program/Policies Implemented at the School Level** dated July 8, 2024, signed by Wilfredo E. Cabral, Officer-In-Charge, Office of the Undersecretary Human Resource and Organizational Development, directing the concerned Schools Division Offices to conduct survey, monitoring, and evaluation for the special hardship allowance and other programs/policies implemented at the school level.

Attached is the Advisory dated July 15, 2024, signed by **Atty. Resty C. Osias**, Director IV, Bureau of Human Resource and Organizational Development and Alternate Data Protection Office, reflecting the concerned Schools Division Offices and the schedule in the conduct of the above- mentioned activity.

Further, in consideration to the assistance requested by the DepEd Central Office to the RO in the facilitation of the rental of the van or other available mode of transportation and arrangement of the meals of the team (CO, RO, and SDO team



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Website: depedmimaroparegion.ph



members as well as school participants), this Office is requesting the concerned SDOs through the Division SBM Coordinator to handle the said tasks during the conduct of the activity in coordination with the RO SBM Focal Person. These must comply with procurement guidelines and processes.

For queries and clarifications please contact, Dr. Ritchie G. Diola, Chief Education Supervisor, Field Technical Assistance Division via this email address: [ftad.mimaroparegion@deped.gov.ph](mailto:ftad.mimaroparegion@deped.gov.ph) or Dr. Manolo F. Perez, Education Program Supervisor, Field Technical Assistance Division at this mobile number: 09196984591.

Immediate dissemination of this Memorandum is desired.



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**Website:** [depedmimaroparegion.ph](http://depedmimaroparegion.ph)





Republic of the Philippines  
**Department of Education**

**BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT**

OFFICE OF THE DIRECTOR

**ADVISORY**

**TO:** **NICOLAS T. CAPULONG**  
*Regional Director, Region IV-B*

**CONCERNED SCHOOLS DIVISION SUPERINTENDENTS  
ALL OTHERS CONCERNED**

**FROM:** **ATTY. RESTY C. OSIAS, LL.M., CESO IV**  
*Director IV, Bureau of Human Resource and Organizational  
Development and Alternate Data Protection Officer*

**SUBJECT:** **REGION IV-B SCHEDULE re CONDUCT OF SURVEY ON THE  
MONITORING AND EVALUATION FOR THE SPECIAL  
HARDSHIP ALLOWANCE (SHA) AND OTHER  
PROGRAMS/POLICIES IMPLEMENTED AT THE SCHOOL  
LEVEL**

**DATE:** 15 July 2024

This refers to the **DM-OUHROD-2024-1311** with subject **“Conduct of Survey on the Monitoring and Evaluation for the Special Hardship Allowance (SHA) and Other Programs/Policies Implemented at the School Level”** dated 08 July 2024 in **select Schools Division Offices (SDOs) in Region IV-B**. Please be informed that the said activity will be conducted as follows:

<b>SDO</b>	<b>Date</b>
Occidental Mindoro	August 12-16, 2024
Oriental Mindoro	August 19-23, 2024
Marinduque	August 27-30, 2024
Palawan	September 23-27, 2024
Romblon	September 30 – October 4, 2024

For further details, your assigned Regional Focal may contact **Ms. Noverose B. Dadole** of the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) through telephone number (02) 8633-5387 or email at [bhrod.sed@deped.gov.ph](mailto:bhrod.sed@deped.gov.ph) copy furnished [support.sha@deped.gov.ph](mailto:support.sha@deped.gov.ph).





Republika ng Pilipinas  
**Department of Education**

**OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT**

**MEMORANDUM  
DM-OUHROD-2024-1311**

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

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

**SUBJECT : CONDUCT OF SURVEY ON THE MONITORING AND  
EVALUATION FOR THE SPECIAL HARDSHIP ALLOWANCE  
(SHA) AND OTHER PROGRAMS/POLICIES IMPLEMENTED AT  
THE SCHOOL LEVEL**

**DATE : 08 July 2024**

The Joint Circular No. 1, s. 2021 of the Department of Education (DepEd) and Department of Budget and Management (DBM) have established the use of hardship index (HI) as an objective criterion in determining hardship posts. All schools were computed with an individual HI score, using the latest available data. Pursuant to this, the issuance of DepEd Order No. 039 s. 2021 entitled "Guidelines of Special Hardship Allowance (SHA) for Public School Teachers" has outlined the use of HI which identified schools with 0.37 and above HI score as hardship posts. The HI is computed using eight (8) variables, namely, time and cost of transportation, human violence, presence of temporary learning spaces (as proxy indicator for disaster), poverty incidence, and availability of basic amenities and services (e.g. telecommunication, water, and electricity services).

In line with DepEd's mission to provide support mechanisms to teachers, DepEd Order No. 017 s. 2023 was issued to lower the HI cut-off from 0.37 to 0.33, increasing the number of teachers qualified to receive the SHA.

Consistent with the aim to establish a systematic and evidence-based policy formulation, the Bureau of Human Resource and Organization Development – School Effectiveness Division (BHROD-SED) has conducted a baseline study/monitoring last 2019 (fourth quarter) to 2020 (first quarter) which establish a baseline data on the implementation of SHA prior to the issuance of DO 039, s. 2021.



Moreover, the long-term implementation plan of the SHA policy includes an evaluation of the policy outcomes. This aims to provide us with a data-driven approach in evaluating the policy after its three (3) years of implementation. With this, a monitoring survey shall be conducted by BHROD-SED in select Regions and Divisions.

The survey will be primarily focused on SHA and other BHROD-SED programs/policies implemented at the school level such as but not limited to School-based Management (SBM), School Governance Council (SGC), Teacher Workload, deployment of teaching and school-based non-teaching positions, electronic school form 7 (eSF7). The data that will be collected from the monitoring survey shall provide information relative to how schools are implementing the programs and policies, the areas needing support and technical assistance, as well as innovative implementation practices. More importantly, the SHA data shall serve as primary input in the development of the monitoring and evaluation (M&E) report for the SHA policy implementation.

In this connection, teams from the DepEd Central Office (CO) to be led by the BHROD-SED shall visit **400 randomly selected schools** with varying numbers per Region (see Annex A), from August 2024 to December 2024. Kindly note that as part of the evaluation process, some of the schools that were visited last 2019-2020 for the SHA baseline study shall also be included in the schools to be visited for this monitoring survey. **The Regional Directors are hereby requested to assign a Regional Focal** (may it be the Regional SBM Coordinator, Finance Officer, or Planning Officer) **who shall assist BHROD-SED in managing and facilitating the school visits for the monitoring survey.**

**Specific dates of school visits shall be arranged by BHROD-SED staff with the Regional Focal, with due consideration of their common availability.** Assistance is further requested from the RO in the facilitation of the rental of van (or other available mode of transport) and arrangement of meals of the team (CO, RO, SDO team members as well as school participants) during school visits. Funds for this purpose have already been downloaded to the Regions through the *Program Support Funds (PSF) for Special Hardship Allowance (SHA) Monitoring and Evaluation.*

Furthermore, the list of schools per Region shall be provided prior to the actual conduct of the visits for the itinerary arrangements.

Travel expenses of CO personnel shall be charged against FY 2024 funds of SED under GMS through Activity Request (AR) No. 2024-CO-01396 with activity code AC-24-BHROD-SED-GASS-005, while that of RO and SDO personnel shall be charged against local funds, subject to existing budgeting, accounting, and auditing rules and regulations. In case of funding deficiency, the travel expenses of personnel from other CO Offices shall be charged against local funds.

**Assigned Regional Focal is hereby requested to accomplish the form through this link: [bit.ly/SED2024Monitoring](https://bit.ly/SED2024Monitoring) on or before July 12, 2024.**

For further details and information, you may contact **Ms. Noverose B. Dadole** of BHROD-SED through office landline number (02) 8633-5397 or email address at [support.sha@deped.gov.ph](mailto:support.sha@deped.gov.ph) copy furnished [bhrod.sed@deped.gov.ph](mailto:bhrod.sed@deped.gov.ph).

For your immediate and appropriate action.



## MONITORING AND EVALUATION FOR THE SPECIAL HARDSHIP ALLOWANCE (SHA) AND OTHER PROGRAMS/POLICIES IMPLEMENTED AT THE SCHOOL LEVEL

## LIST OF REGIONS AND DIVISIONS

Region	Division	Number of schools
<b>LUZON</b>		
<b>CAR</b>		<b>162</b>
CAR	Abra	25
CAR	Apayao	4
CAR	Benguet	4
CAR	Iligao	6
CAR	Kalinga	6
CAR	Mt. Province	1
<b>Region I</b>		<b>12</b>
Region I	Ilocos Sur	5
Region I	La Union	1
Region I	Pangasinan I, Lingayen	4
Region I	Pangasinan II, Binalonan	2
<b>Region II</b>		<b>15</b>
Region II	Batanes	4
Region II	Cagayan	4
Region II	City of Iligan	1
Region II	Isabela	4
Region II	Nueva Vizcaya	1
Region II	Quirino	1
<b>Region III</b>		<b>16</b>
Region III	Aurora	1
Region III	Bataan	1
Region III	Bulacan	5
Region III	Capan City	1
Region III	Nueva Ecija	2
Region III	Pampanga	2
Region III	Science City of Muñoz	1
Region III	Tarlac	1
Region III	Zambales	2
<b>Region IV-A</b>		<b>12</b>
Region IV-A	Batangas City	1
Region IV-A	Quezon	10
Region IV-A	Rizal	1
<b>Region IV-B</b>		<b>29</b>
Region IV-B	Occidental Mindoro	6
Region IV-B	Oriental Mindoro	4
Region IV-B	Marinduque	3
Region IV-B	Palawan	12
Region IV-B	Romblon	4
<b>Region V</b>		<b>53</b>
Region V	Albay	4
Region V	Camarines Norte	1
Region V	Camarines Sur	18
Region V	Calanduanes	4
Region V	Masbate	18
Region V	Masbate City	1
Region V	Sorsogon	7

Region	Division	Number of schools
<b>VISAYAS</b>		
<b>Region VI</b>		<b>113</b>
<b>Region VI</b>		<b>17</b>
Region VI	Aklan	1
Region VI	Antique	3
Region VI	Capiz	3
Region VI	Escalante City	1
Region VI	Guimaras	3
Region VI	Iloilo	4
Region VI	Negros Occidental	2
<b>Region VII</b>		<b>43</b>
Region VII	Bohol	10
Region VII	Canlaon City	2
Region VII	Cebu	17
Region VII	Guihulngan City	1
Region VII	Negros Oriental	13
<b>Region VIII</b>		<b>53</b>
Region VIII	Calbayog City	1
Region VIII	Catbalogan City	1
Region VIII	Eastern Samar	8
Region VIII	Leyte	20
Region VIII	Northern Samar	9
Region VIII	Ormoc City	1
Region VIII	Samar (Western Samar)	11
Region VIII	Southern Leyte	2

Region	Division	Number of schools
<b>MINDANAO</b>		
<b>Region IX</b>		<b>128</b>
<b>Region IX</b>		<b>27</b>
Region IX	Zamboanga City	3
Region IX	Zamboanga del Norte	13
Region IX	Zamboanga del Sur	7
Region IX	Zamboanga Sibugay	4
<b>Region X</b>		<b>32</b>
Region X	Bukidnon	16
Region X	Camiguin	3
Region X	Iligan City	1
Region X	Lanao del Norte	4
Region X	Misamis Occidental	2
Region X	Misamis Oriental	6
<b>Region XI</b>		<b>12</b>
Region XI	Davao City	2
Region XI	Davao De Oro	2
Region XI	Davao del Norte	2
Region XI	Davao del Sur	1
Region XI	Davao Occidental	1
Region XI	Davao Oriental	2
Region XI	Mati City	1
Region XI	Panabo City	1
<b>Region XII</b>		<b>21</b>
Region XII	North Cotabato	11
Region XII	Sarangani	2
Region XII	South Cotabato	1
Region XII	Sultan Kudarat	7
<b>Caraga</b>		<b>33</b>
CARAGA	Agusan del Norte	1
CARAGA	Agusan del Sur	16
CARAGA	Dinagat Island	2
CARAGA	Siargao	2
CARAGA	Surigao City	1
CARAGA	Surigao del Norte	1
CARAGA	Surigao del Sur	10

TOTAL	
Regions	15
SDOs	89
Schools	400