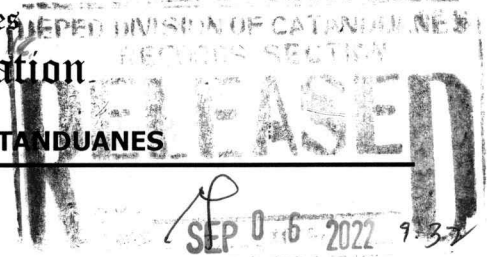




Republic of the Philippines  
**Department of Education**  
Region V – Bicol  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**



MEMORANDUM TO:  
OSDS-PER-UM-09-5-22/mb1

TO : **PUBLIC SCHOOLS DISTRICT SUPERVISORS  
CONCERNED SCHOOL HEADS**

FROM : **SUSAN S. COLLANO**  
Schools Division Superintendent

SUBJECT : **SECOND AND FINAL CALL FOR THE SUBMISSION OF  
DAILY TIME RECORD (DTR) FOR SPECIAL HARDSHIP  
ALLOWANCE (SHA) S.Y. 2022-2023**

DATE : September 5, 2022

1. In lieu of the Unnumbered Memorandum dated August 25, 2022 entitled "*Submission of Daily Time Record (DTR) for Special Hardship Allowance (SHA) S.Y. 2022-2023*", this office extends the deadline for submission of the DTRs and other pertinent SHA documents until **September 9, 2022 (Friday)** to be submitted in your respective districts. Please be guided that we will no longer accept any submitted documents beyond the deadline.
2. For guidance and strict compliance.



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