



Republic of the Philippines  
Department of Education  
REGION V - BICOL  
SCHOOLS DIVISION OFFICE OF CATANDUANES

UNNUMBERED MEMORANDUM  
SGOD-PER-UM-08-19-2024/FPC

TO : **MA. YOLLY T. SEÑA**  
Teacher II/TIC, Bocon Elementary School

**MARY JANE S. RIMA**  
Head Teacher III/ OIC, Lourdes Elementary School

**JANET M. TONIO**  
School Principal II, Viga Rural Development High School

**BERNARDO F. CONDENO JR.**  
Teacher III/ TIC, Porot Elementary School

FROM : **ATTY. NORLITO JR. P. AGUNDAY**  
*Norlito*  
Attorney III/ Legal Officer  
Officer-in-Charge  
Office of the Schools Division Superintendent

DATE : August 19, 2024

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

1. In cognizant to the attached 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 July 8, 2024 and Advisory from Atty. Resty C. Osias, LLM., CESO IV, Director IV of the Bureau of Human Resource and Organizational Development and Alternate Data Protection Officer dated July 12, 2024 with subject "Region V 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", please be informed that the said activity will be conducted on August 19 to 23, 2024 in selected SDOs in Region V.



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Republic of the Philippines  
**Department of Education**  
REGION V - BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

2. This office also informs that SDO-Catanduanes particularly your schools were randomly selected by the DepEd Central Office through the BHROD-SED to be visited for this monitoring survey on the following dates:

Dates	School to be Visited
August 21, 2024 PM	Viga RDHS
August 22, 2024	Bocon ES, Lourdes ES, and Porot ES

3. For information and guidance.



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Republic of the Philippines  
**Department of Education**

**BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT**

OFFICE OF THE DIRECTOR

**ADVISORY**

**TO: GILBERT T. SADSAD**  
*Regional Director, Region V*

**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 V 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: 12 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 SDOs in Region V. Please be informed that the said activity will be conducted on **August 19-23, 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).



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Republic of the Philippines  
**Department of Education**

**BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT**

**OFFICE OF THE DIRECTOR**

**ADVISORY**

**TO: GILBERT T. SADSAD**  
*Regional Director, Region V*

**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 V 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: 12 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 **SDOs in Region V**. Please be informed that the said activity will be conducted on **August 19-23, 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).



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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.



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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.



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

LIST OF REGIONS AND DIVISIONS

Region	Division	Number of schools
<b>LRZAR</b>		
<b>CAR</b>		
CAR	Abra	4
CAR	Apayao	4
CAR	Benguet	4
CAR	Baguio	6
CAR	Kalinga	6
CAR	Mt. Province	1
CAR	Region I	12
Region I	Bacon Sur	5
Region I	La Union	1
Region I	Pangasinan I, Lungsod	4
Region I	Pangasinan II, Binalonan	2
Region II		15
Region II	Bataan	4
Region II	Capiz	4
Region II	City of Iloilo	1
Region II	Iloilo	4
Region II	Marikina	1
Region II	Quezon	1
Region II	Region III	16
Region II	Aurora	1
Region II	Bataan	1
Region II	Bulacan	5
Region II	City of Marikina	1
Region II	Marikina	1
Region II	Marikina City	1
Region II	Marikina East	2
Region II	Pampanga	2
Region II	San Jose City of Marikina	1
Region II	Tarlac	1
Region II	Zambales	2
Region II	Region IV-A	12
Region IV-A	Bulacan City	1
Region IV-A	Marikina	10
Region IV-A	Marikina	1
Region IV-A	Region IV-B	29
Region IV-B	Oriental Mindoro	6
Region IV-B	Oriental Mindoro	4
Region IV-B	Marikina	3
Region IV-B	Marikina	12
Region IV-B	Region V	4
Region V	Albay	4
Region V	Comandancia Norte	1
Region V	Comandancia Sur	14
Region V	Comandancia	4
Region V	Marikina	18
Region V	Marikina City	1
Region V	Sorsogon	7

Region	Division	Number of schools
<b>VIAYAS</b>		
<b>Region VI</b>		
Region VI	Alifan	1
Region VI	Antique	3
Region VI	Capiz	3
Region VI	Escalante City	1
Region VI	Gumaras	4
Region VI	Iloilo	4
Region VI	Negros Occidental	2
Region VI	Region VII	43
Region VII	Ibaho	10
Region VII	Carabon City	2
Region VII	Cebu	17
Region VII	Gumbungan City	1
Region VII	Negros Oriental	13
Region VII	Region VIII	63
Region VIII	Calbayog City	1
Region VIII	Carabon City	1
Region VIII	Eastern Samar	8
Region VIII	Leyte	28
Region VIII	Northern Samar	4
Region VIII	Ormaoc 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>		
Region IX	Zamboanga City	3
Region IX	Zamboanga del Norte	13
Region IX	Zamboanga del Sur	7
Region IX	Zamboanga Subayan	4
Region IX	Region X	32
Region X	Bukidnon	16
Region X	Compostela	3
Region X	Davao City	1
Region X	Lanao del Norte	4
Region X	Misamis Occidental	2
Region X	Misamis Oriental	6
Region X	Region XI	12
Region XI	Davao City	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
Region XI	Region XII	21
Region XII	North Cotabato	11
Region XII	Sarangani	2
Region XII	South Cotabato	1
Region XII	Sultan Kudarat	7
Region XII	Region XIII	33
CARAGA	Agusan del Norte	1
CARAGA	Agusan del Sur	16
CARAGA	Davao Island	2
CARAGA	Davao	2
CARAGA	Surigao City	1
CARAGA	Surigao del Norte	1
CARAGA	Surigao del Sur	10

TOTAL	
Regions	15
SDOs	89
Schools	400







REGION V - LIST OF SCHOOLS FOR THE SPECIAL HARDSHIP ALLOWANCE (SHA) AND OTHER SED PPAs MONITORING AND EVALUATION (M&E)

No	Region	Division	District	Municipality	School ID (SY 2019-2020)	School ID (SY 2020-2021)	School Name	2019 Baseline	Index Score	Hardship Post
1	Region V	Albay	Bacay West	BACAYAC	111613	111613	Mirisib Elementary School	No	0.18	No
2	Region V	Albay	Libon West	LIBON	111783	111783	Almstrong Elementary School	Yes	0.23	No
3	Region V	Albay	Prodan East (Prodan South)	PRO DURAN	111959	111959	Lanmon Elementary School	No	0.31	No
4	Region V	Albay	Prodan West (Prodan North)	PRO DURAN	111947	111947	Balinas Elementary School	Yes	0.28	No
5	Region V	Camariines Norte	Jeta Pangasinan West	JOSE PANGASINAN	112161	112161	Dahican Elementary School	Yes	0.32	No
6	Region V	Camariines Sur	Davao	BAKO	301926	301926	Agdangan National High School	No	0.19	No
7	Region V	Camariines Sur	Babaton	BAJATAN	112349	112349	Cayagoff ES	Yes	0.46	Yes
8	Region V	Camariines Sur	Basan	BAJATAN	112352	112352	Manganon ES	Yes	0.43	Yes
9	Region V	Camariines Sur	Buh	BURI	112418	112418	Buh Southeast Central School (formerly Sta. Juliana East ES)	No	0.16	No
10	Region V	Camariines Sur	Catibuga	CAJABANGA	112465	112465	Balibom ES	Yes	0.2	No
11	Region V	Camariines Sur	Caramoan	CARAMOAN	112546	112546	Itasod Elementary School	Yes	0.34	Yes
12	Region V	Camariines Sur	Caramoan	CARAMOAN	112555	112555	Minalaba ES	Yes	0.38	Yes
13	Region V	Camariines Sur	Caramoan	CARAMOAN	112569	112569	Sta. Cruz ES	Yes	0.35	Yes
14	Region V	Camariines Sur	Caramoan	CARAMOAN	301978	301978	Guilato National High School	Yes	0.38	Yes
15	Region V	Camariines Sur	Del Gallego	DEL GALLEGO	112585	112585	San Pablo Comm Sch	Yes	0.31	No
16	Region V	Camariines Sur	Lagunday North	LAGUNOY	112646	112646	Pagalubain Community School	Yes	0.47	Yes
17	Region V	Camariines Sur	Lagunday North	LAGUNOY	301938	301938	Balaton National High School	No	0.25	Yes
18	Region V	Camariines Sur	Libmanan North	LIBMANAN	112680	112680	Lababo ES	No	0.4	Yes
19	Region V	Camariines Sur	Libmanan South	LIBMANAN	112701	112701	Bahao ES	Yes	0.28	No
20	Region V	Camariines Sur	Maguao-Boniton	BOHONON	309707	309707	Svensbre High School	No	0.15	No
21	Region V	Camariines Sur	Parubican-Presentacion	PRESENTACION (PARUBICAN)	112881	112881	Avujato Elementary School	Yes	0.32	No
22	Region V	Camariines Sur	Sporoot South	SPODOT	113090	113090	Mantubang PS	Yes	0.42	Yes
23	Region V	Camariines Sur	Tumbuc North	TUMBAC	113119	113119	Daligan ES	No	0.43	Yes
24	Region V	Catanduanes	Caramoran South	CARAMORAN	113206	113206	Bocoes ES	Yes	0.27	No
25	Region V	Catanduanes	Pandan East	PANDAN	113228	113228	Laudes ES	Yes	0.3	No
26	Region V	Catanduanes	Pandan East	PANDAN	113230	113230	Peret ES	Yes	0.26	Yes
27	Region V	Catanduanes	Viga West	VIGA	302102	302102	Viga Rural DHS	Yes	0.26	No
28	Region V	Marikina	Arroy East	ARROY	309901	309901	Delatin-Rubia High School	Yes	0.23	No
29	Region V	Marikina	Arroy West	ARROY	113406	113406	Macabon ES	No	0.42	Yes
30	Region V	Marikina	Isdano	BALENO	501543	501543	Eastern Capstay Integrated School	Yes	0.38	Yes
31	Region V	Marikina	Cawayan East (Cawayan)	CAWAYAN	113536	113536	Dalipe ES	No	0.37	Yes
32	Region V	Marikina	Cawayan East (Cawayan)	CAWAYAN	113538	113538	F. Ambo-ot ES	Yes	0.3	No
33	Region V	Marikina	Cawayan East (Cawayan)	CAWAYAN	113538	113538	R. M. Magbalon ES	Yes	0.33	Yes
34	Region V	Marikina	Cawayan West	CAWAYAN	113534	113534	Chico Elementary School	No	0.35	Yes
35	Region V	Marikina	Claveria South	CLAVERIA	113592	113592	San Isidro ES	Yes	0.31	No
36	Region V	Marikina	Claveria North	CLAVERIA	113595	113595	Tapulid ES	Yes	0.43	Yes
37	Region V	Marikina	Mandao South	MANDAO	113648	113648	Guirapapan ES	Yes	0.3	No
38	Region V	Marikina	Milagros West	MILAGROS	113725	113725	Luacan Elementary School	No	0.34	Yes
39	Region V	Marikina	Mobo North	MOBO	113742	113742	Hologon ES	Yes	0.3	No
40	Region V	Marikina	Palanes North	PALANAS	113778	113778	Jose A. Abenir Sr. ES	Yes	0.29	No
41	Region V	Marikina	San Fernando	SAN FERNANDO	113668	113668	Lanong Elementary School	Yes	0.36	Yes
42	Region V	Marikina	San Jacinto	SAN JACINTO	113697	113697	Pila Elementary School	Yes	0.12	No
43	Region V	Marikina	San Pascual North	SAN PASCUAL	302108	302108	Acelina P. Leano National High School	No	0.6	Yes
44	Region V	Marikina	San Pascual North	SAN PASCUAL	302155	302155	Palanas National High School	No	0.52	Yes
45	Region V	Marikina	Ukon-North	USON	501640	501640	Centro Integrated School	No	0.34	Yes
46	Region V	Marikina City	Marikina North District 2	CITY OF MARIKINA (Capital)	113681	113681	Majina Elementary School	No	0.17	No
47	Region V	Sorsogon	Bulan North	BULAN	302203	302203	Davao National High School	Yes	0.41	Yes
48	Region V	Sorsogon	Donsol West	DONSOL	302206	302206	Sta. Cruz National High School	No	0.33	Yes
49	Region V	Sorsogon	Magallanes North	MAGALLANES	114278	114278	Dona Olimpia. Dr. Castro Mulla ES	No	0.17	No





REGION V - LIST OF SCHOOLS FOR THE SPECIAL HANDSHIP ALLOWANCE (SHA) AND OTHER SED PPAs MONITORING AND EVALUATION (M&E)

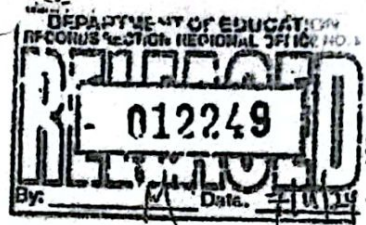
No	Region	District	District	Municipality	School ID (SY 2019-2020)	School ID (SY 2021-2024)	School Name	2019 baseline	Index Score	Handship Post
50	Region V	Sorsogon	Magalanes North	MAGALLANES	114285	114285	Trigla ES	Yes	0.18	No
51	Region V	Sorsogon	Magalanes South	MAGALLANES	114288	114288	Bikom ES	Yes	0.35	Yes
52	Region V	Sorsogon	Maunog	MAUNOG	114327	114327	Sinang-Maun Elementary School	Yes	0.28	No
53	Region V	Sorsogon	Sa. Magdalena	SANTA MAGDALENA	114415	114415	Sta. Magdalena CS	Yes	0.22	No



SGOD



Republic of the Philippines  
Department of Education  
REGION V - BICOL



11 June 2024

REGIONAL MEMORANDUM  
FTAD-2024-001

To : Schools Division Superintendents of Albay, Camarines Norte,  
Camarines Sur, Catanduanes, Masbate, Masbate City, and  
Sorsogon Province Divisions

DISSEMINATION OF THE MEMORANDUM DM-OUHROD-2024-1271 CONDUCT OF  
SURVEY ON THE MONITORING AND EVALUATION FOR THE SPECIAL HARDSHIP  
ALLOWANCE (SHA) AND OTHER PROGRAMS/POLICIES IMPLEMENTATION  
AT THE SCHOOL LEVEL

1. Enclosed is the **Memorandum DM-OUHROD-2024-1271, re: Conduct of Survey on the Monitoring and Evaluation for the Special Hardship Allowance (SHA) and other Programs/Policies Implementation at the School Level, dated July 08, 2024**, which focuses on Special Hardship Allowance (SHA), and other BHROD-SED programs/policies implemented at the school level but not limited to School-Based Management (SBM) School Governance Council (SGC), Teacher Workload, Deployment of Teaching and School-based Non-teaching Positions and Electronic School Form (ESF7).
2. The survey shall be done from August 2024- December 2024. The schedule of school visits shall be arranged by BHROD-SED staff with the Regional Focal, with due consideration of their common availability. Likewise, the list of schools to be visited and specific dates of visits will be given before the conduct of the activity.
3. Expenses relative to the said activity shall be charged against the downloaded Program Support Fund (PSF) in the Regional Office.
4. For inquiries, please contact Dr. Evangeline A. Saculo, Chief FTAD via email at [evangelina.saculo@deped.gov.ph](mailto:evangelina.saculo@deped.gov.ph)
5. For dissemination, guidance, and compliance.

SGOD OFFICE  
**RECEIVED**

*for [Signature]*

**GILBERT T. SADSAD**  
Regional Director

Date: 7/12/2024  
Time: 8:33

FTAD/cbp  
07/11/2024



Address: Regional Center Site, Rawis, Legazpi City, 4500  
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