



Republic of the Philippines
Department of Education
CARAGA REGION
J.P. Rosales Avenue, Butuan City



October 4, 2018

REGIONAL MEMORANDUM

No. **551** s. 2018



To: **SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS OF FUNCTIONAL DIVISIONS**
This Region

**DATA GATHERING ON THE NUMBER OF DEPED
EMPLOYEES WITH DISABILITY**

1. Please find attached Memorandum from the Office of Undersecretary for Finance-Disbursements and Accounting re: Data Gathering on the Number of DepEd Employees with Disability dated September 17, 2018.
2. All Schools Division Offices shall submit all survey forms per division to this Office on or before October 10, 2018. No individual submission shall be accepted.
3. Immediate dissemination of this memorandum to all concerned is highly desired.


FRANCIS CESAR B. BRINGAS, CESO V
OIC-Regional Director

Incls: as stated

Reference: Memorandum dated September 17, 2018 from the Office of Undersecretary for Finance-Disbursement and Accounting

To be indicated in the PERPETUAL INDEX under the following subjects:

DATA

EDUCATION

SURVEY



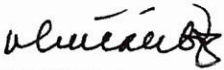
Republic of the Philippines
Department of Education

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Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary
Finance – Disbursements and Accounting

MEMORANDUM

TO : Undersecretaries
Assistant Secretaries
Bureau/Service Directors
Regional Directors
Schools Division Superintendents
Division Chiefs/Unit Heads in DepEd Central Office
All Others Concerned

FROM : 
VICTORIA L.M. CATIBOG
Undersecretary for Finance & Disbursements and Accounting

SUBJECT : **DATA GATHERING ON THE NUMBER OF DepEd EMPLOYEES WITH DISABILITY**

DATE : 17 September 2018

1. The Department of Education, thru the Bureau of Human Resource and Organizational Development (BHRD) supports the implementation of Republic Act 10524 also known as "An Act Expanding the Positions Reserved for Persons with Disability, Amending for the Purpose Republic Act No. 7277 as Amended, Otherwise Known as the Magna Carta for Persons with Disability", which requires 1% of the government workforce to be PWDs, among many others.
2. The Asia Foundation (TAF) through Coalitions for Change in partnership with the Australian Embassy in the Philippines is currently collaborating with BHRD to develop department policies that embraces inclusivity, aligning systems, policies, and practices to its principles in compliance to the aforementioned Republic Act.
3. In view of the foregoing, all concerned DepEd personnel are hereby directed to participate in the nationwide data gathering procedure that will be undertaken by BHRD to determine the number of personnel with disability currently employed by the Department, by accurately completing the herein attached survey form or Annex A: Survey for Employees with Disability.
4. Submission of the aforesaid survey forms by **bureau/service/regional office** (no individual submission will be accepted) shall be addressed to Dir. Ma. Lourdes D. Pantoja, Director IV of the Bureau of Human Resource and Organizational Development **on or before October 15, 2018**. Rest assured that all information submitted shall be treated with utmost confidentiality whereby only authorized DepEd personnel shall have access to all personal information collected which will be stored in a database in accordance with government policies, rules, regulations, and guidelines.
5. Your wholehearted cooperation for this endeavor is hereby enjoined.

BHRD-PD/abby


9/28/18

Annex A: Survey for Employees with Disability

This survey is being conducted in aid of policy development. The Department of Education, through the Bureau of Human Resource and Organizational Development (BHROD), in partnership with The Asia Foundation is currently conducting an analysis of current policies, systems, and practices that support or impede performance and growth of employees with disabilities. Your answers to the questions below will help determine the need for policies and systems, and how such should be framed and formulated. Thank you for your participation.

I. Profile of Respondents

Name			
Position			
Status of Employment	☐ Regular/Permanent ☐ On probation ☐ Job Order/ Contract of Service		
Years in DepEd Service	☐ 0 to 5 years ☐ > 5 to 10 years ☐ > 10 to 15 years		
DepEd Office	☐ > 15 to 20 years ☐ > than 20 years		
	☐ Central Office Specific Unit: _____		
	☐ Regional Office: _____ Specific Unit: _____		
	☐ Schools Division: _____ Region: _____ Specific Unit: _____		
	☐ School: _____ Region: _____ Schools Division: _____		

II. Type of Disability. These questions ask about difficulties you may have doing certain activities because of a health problem. ¹ Encircle the corresponding letter of your answer.

Questions	Responses			
	No – no difficulty	Yes – Some difficulty	Yes – A lot of difficulty	Cannot do at all
1. Do you have difficulty seeing, even if wearing glasses?	a	b	c	d
2. Do you have difficulty hearing, even if using hearing aid?	a	b	c	d
3. Do you have difficulty walking or climbing steps?	a	b	c	d
4. Do you have difficulty remembering or concentrating?	a	b	c	d

¹ Census questions on disability endorsed by Washington Group, combined with WHO Model Disability Survey

Questions	Responses			
	No – no difficulty	Yes – Some difficulty	Yes – A lot of difficulty	Cannot do at all
5. Do you have difficulty (with self-care such as) washing all over or dressing?	a	b	c	d
6. Using your usual (customary) language, do you have difficulty communicating, for example, understanding or being understood?	a	b	c	d
7. Do you have difficulty sleeping because of your health?	a	b	c	d
8. Do you have difficulty doing household tasks because of your health?	a	b	c	d
9. Because of your health, do you have difficulty joining community activities such as festivities, religious and other activities?	a	b	c	d
10. How much difficulty do you have with feeling sad, low, worried or anxious because of your health?	a	b	c	d
11. Do you have difficulty getting along with people close to you including your friends and families because of your health?	a	b	c	d

III. Assistive Device². Do you currently use any of these assistive devices? Encircle as many as appropriate.

1. None 2. Canes or Sticks 3. Crutches, axillary or elbow 4. Orthoses, lower limb or upper limb or spinal 5. Pressure relief cushions 6. Prostheses, lower limb 7. Rollators 8. Standing frames, adjustable 9. Therapeutic footwear; diabetic, neuropathic, orthopedic	10. Tricycles 11. Walking frames or walkers 12. Wheelchair 13. Spectacles: low vision, short distance, long distance, filters and protection 14. White cane 15. Hearing Aids 16. Others _____
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Thank you for your participation.

² Adopted from WHO Model Disability Survey