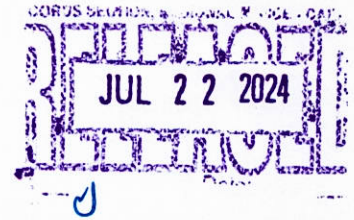




Republic of the Philippines
Department of Education
CARAGA REGION



July 19, 2024

REGIONAL MEMORANDUM
No. 0695, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

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

1. The teams from DepEd Central Office (CO) to be led by the BHROD-SED shall conduct a survey on the monitoring and evaluation for special hardship allowance (SHS) and other programs/policies implemented at the school level on August 12-16, 2024 to the pre-selected schools in the region. List of schools will be released in a separate issuance once available.
2. The survey will be primarily focused on SHA and other programs/policies implemented at the school level such as but not limited to School-Based Management, School Governance Council, Teacher Workload, deployment of teaching and school-based non-teaching personnel, electronic school form 7 (eSF7).
3. 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.
4. For your reference, here is an initial distribution matrix provided by BHROD:

Division	Number of Schools	Team In-charge
Agusan del Norte	1	Team 1
Agusan del Sur	16	Team 1 and Team 2
Dinagat	2	Team 3
Siargao	2	
Surigao City	1	
Surigao del Norte	1	
Surigao del Sur	10	Team 4
Total	33	

5. All involved SDOs are required to assign Focal/Contact Person who shall accompany the team for the whole duration. The Focal Persons shall



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coordinate with Alejandro P. Macadatar, OIC-Chief, FTADV for proper implementation of the activity.

6. Expenses like board and lodging, vehicle rental and other related expenses shall be charged to the downloaded funds for this purpose.
7. For complete details of the activity, please refer to the attached memorandum.
8. For appropriate action.

MARIA INES O. ASUNCION
Director III
Officer In-charge
Office of the Regional Director

Encl/s.: AS STATED

Reference/s: DM-OUHROD-2024-1311

To be indicated in the Perpetual Index
under the following subjects:

SPECIAL HARDSHIP ALLOWANCE

SURVEY

FTAD/apm
07/19/2024



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Republic of the Philippines
Department of Education

BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

OFFICE OF THE DIRECTOR

ADVISORY

TO: MARIA INES C. ASUNCION
OIC-Regional Director, Caraga

**CONCERNED SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED**

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

**SUBJECT: CARAGA 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 **CARAGA**. Please be informed that the said activity will be conducted on **August 12-16, 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 copy furnished 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.



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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 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 copy furnished bhrod.sed@deped.gov.ph.

For your immediate and appropriate action.



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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
LUZON	CAR	25
CAR	Abra	4
CAR	Apayao	4
CAR	Benguet	4
CAR	Ifugao	6
CAR	Kalinga	6
CAR	Mt. Province	1
Region I	Region I	12
Region I	Ilocos Sur	5
Region I	La Union	1
Region I	Pangasinan I, Lingayen	4
Region I	Pangasinan II, Binalonan	2
Region II	Region II	15
Region II	Batanes	4
Region II	Cagayan	4
Region II	City of Ilagan	1
Region II	Isabela	4
Region II	Nueva Vizcaya	1
Region II	Quirino	1
Region III	Region III	16
Region III	Aurora	1
Region III	Bataan	1
Region III	Bulacan	5
Region III	Gapan 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
Region IV-A	Region IV-A	12
Region IV-A	Batangas City	1
Region IV-A	Quezon	10
Region IV-A	Rizal	1
Region IV-B	Region IV-B	29
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
Region V	Region V	53
Region V	Albay	4
Region V	Camarines Norte	1
Region V	Camarines Sur	18
Region V	Catanduanes	4
Region V	Masbate	18
Region V	Masbate City	1
Region V	Sorsogon	7

Region	Division	Number of schools
MINDANAO	Region IX	27
Region IX	Zamboanga City	3
Region IX	Zamboanga del Norte	13
Region IX	Zamboanga del Sur	7
Region IX	Zamboanga Sibugay	4
Region X	Region X	32
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
Region XI	Region XI	12
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
Region XII	Region XII	21
Region XII	North Cotabato	11
Region XII	Sarangani	2
Region XII	South Cotabato	1
Region XII	Sultan Kudarat	7
Caraga	Caraga	33
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