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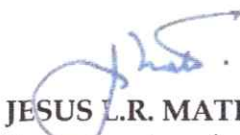
Department of Education

OFFICE OF THE UNDERSECRETARY

PLANNING, HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-PHROD-2021-0372

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM :  JESUS L.R. MATEO
Undersecretary for Planning and Human Resource and Organizational
Development

SUBJECT : ONLINE ORIENTATION RE: NEW GUIDELINES ON THE GRANT
OF THE SPECIAL HARDSHIP ALLOWANCE (SHA)

DATE : 14 May 2021

Over the years, the grant of the Special Hardship Allowance (SHA) has been guided by the National Budget Circular (NBC) 514, s. 2007 entitled "*Guidelines on the Grant of Special Hardship Allowance.*" This NBC was reviewed and amended as a result of the joint study between DepEd and UNICEF. On March 26, 2021, the *DBM-DepEd Joint Circular on the Revised Guidelines on the Grant of Special Hardship Allowance* was approved and signed by both agencies.

Given this, the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) will hold an online orientation from May 25-28, 2021 for selected field participants to discuss the details of these new guidelines, such as the hardship index (HI), the schools identified as hardship posts, the budget allocation and release, and other procedural guidelines.

The said online orientation will be conducted in four (4) batches via MS Teams with respective dates and target participants as follows:

Batch	Date	Target Participants	Orientation Link
Batch 1 (Luzon Cluster)	May 25, 2021	Three (3) representatives from the Regional Office (RO) and Schools	bit.ly/SHAOrientationBatch1
Batch 2 (Visayas Cluster)	May 26, 2021		bit.ly/SHAOrientationBatch2

ANNEX I. INDICATIVE PROGRAM OF ACTIVITIES

Activity	Time
I. Pre-orientation activities	
a. Registration	8:00am – 8:30am
b. Prayer	8:30am – 8:40am
c. Opening/Welcome Remarks	8:40am – 9:15am
d. Introduction of Participants	9:15am – 9:30am
II. Orientation Proper	9:30am – 11:30 am 1:30pm – 2:30 pm
III. Open Forum	2:45pm – 4:45 pm
IV. Closing	4:45pm – 5:00 pm

ANNEX II. LIST OF SELECTED SCHOOLS FOR BATCH 4 TARGET PARTICIPANTS

No.	Region	Division	School ID	School Name
1	Region I	Ilocos Sur	150519	Banoen PS
2	Region I	Pangasinan I, Lingayen	101369	Victory Elementary School
3	Region I	Pangasinan II, Binalonan	101968	Bulangit ES
4	Region II	Cagayan	155040	Bibigisan PS
5	Region II	Isabela	501309	Ayod Integrated School
6	Region II	Nueva Vizcaya	104108	Abat Primary School
7	Region III	Aurora	104441	Pedro Orata ES
8	Region III	Bulacan	158510	Pinag-anakan ES
9	Region III	Zambales	500479	Maguisguis Integrated School
10	Region IV-A	Batangas	107646	Durungao Primary School
11	Region IV-A	Quezon	109062	Bagong Silang ES
12	Region IV-A	Rizal	109452	Matagbak ES
13	Region IV-B	Occidental Mindoro	110050	Kalangigan ES
14	Region IV-B	Palawan	111097	Canipaan Elementary School
15	Region IV-B	Romblon	111254	Agbay-Ang ES
16	Region V	Camarines Sur	112646	Paghaluban Community School
17	Region V	Masbate	113595	Taguilid ES
18	Region V	Sorsogon	302203	Danao NHS
19	Region VI	Antique	115004	Bacong ES
20	Region VI	Iloilo	116182	Guinbunyogan PS
21	Region VI	Negros Occidental	116902	Cruz ES
22	Region VII	Bohol	312303	Mayor Inocencio B. Mendez HS
23	Region VII	Cebu	119441	Labrador ES
24	Region VII	Negros Oriental	120479	Talaptap Elementary School

No.	Region	Division	School ID	School Name
25	Region VIII	Eastern Samar	122438	San Pascual Elementary School
26	Region VIII	Northern Samar	123099	Sampaguita PS
27	Region VIII	Samar (Western Samar)	123550	Nagpapacao ES
28	Region IX	Zamboanga del Norte	124679	Diongan Elementary School
29	Region IX	Zamboanga del Sur	125152	Cubo ES
30	Region IX	Zamboanga Sibugay	125672	Looc Barlac ES
31	Region X	Bukidnon	199523	Mikasili ES
32	Region X	Lanao del Norte	127193	Dansalan PS
33	Region X	Misamis Oriental	315322	Damayuhan NHS
34	Region XI	Davao del Norte	500452	Kapatagan Integrated School
35	Region XI	Davao Occidental	205020	Datu Mending ES
36	Region XI	Davao Oriental	136928	Francisco D. Minghi Elementary School
37	Region XII	North Cotabato	305690	Panicupan High School
38	Region XII	Sarangani	500300	Anecito Bartulaba Integrated School
39	Region XII	Sultan Kudarat	131164	Badiangon Elementary School
40	Caraga	Agusan del Sur	131897	Basilica PS
41	Caraga	Dinagat Island	304827	Liberty National High School
42	Caraga	Surigao del Sur	132815	Taw-aga Elementary School
43	CAR	Abra	135051	Bayabas Elementary School
44	CAR	Apayao	135304	Dangla ES
45	CAR	Mt. Province	136294	Catao Elementary School

[BHROD-SED/DadoleDelaCruz]

Batch 3 (Mindanao Cluster)	May 27, 2021	Division Office (SDO), comprised of: <ul style="list-style-type: none"> • 1 Representative from the Finance Unit per RO • 1 Representative from the Finance Unit per SDO • 1 Representative from the Personnel Unit per SDO 	bit.ly/SHAOrientationBatch3
Batch 4 (Selected schools in Luzon, Visayas, and Mindanao) (See Annex II for the list of selected schools)	May 28, 2021	1 Representative per selected school (School Head or Teacher)	bit.ly/SHAOrientationBatch4

Kindly see Annex I for the indicative Program of Activities. **For confirmation of attendance, please accomplish this online form: bit.ly/SHAOrientationConfirmation on or before May 19, 2021.**

Should you have questions and concerns, you may coordinate with Ms. Noverose B. Dadole or Ms. Janey Rhose S. Diaz of BHROD-SED through telephone number (02) 8633-5397 or email address bhrod.sed@deped.gov.ph.

For your information and appropriate action. Thank you.