



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

August 7, 2023

**REGIONAL MEMORANDUM**

No. **837**, s. 2023

**ONLINE ORIENTATION ON DEPED ORDER NO. 017, SERIES 2023  
AMENDMENT TO THE POLICY ON SPECIAL HARDSHIP  
ALLOWANCE FOR PUBLIC SCHOOL TEACHERS  
EFFECTIVE FY 2023**

To: Schools Division Superintendents  
Regional Office Division Chiefs  
All Others Concerned

1. Attached is Memorandum DM-OUHROD-2023-0994 from Undersecretary Gloria Jumamil-Mercado for Human Resource and Organizational Development, announcing the **Online Orientation on DepEd Order No. 017, s. 2023**, titled "Amendment to DepEd Order No. 039, s. 2021 or the Guidelines on the Provision of Special Hardship Allowance (SHA) for Public School Teachers," on August 9, 2023 at 8:30 a.m. – 12:00 nn for Visayas cluster.

2. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director 



Enclosure: as stated

Reference: as stated

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

ONLINE ORIENTATION

SPECIAL HARDSHIP ALLOWANCE

HRDD-DSS

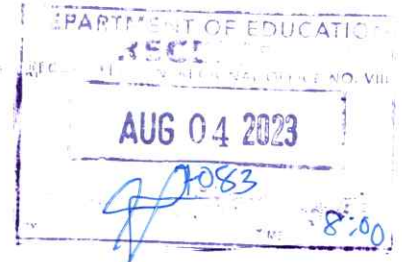




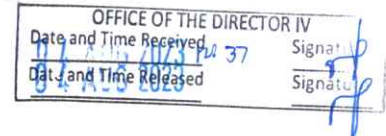
Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



**MEMORANDUM**  
**DM-OUHROD-2023-0994**



**TO : REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
ALL OTHERS CONCERNED**

**FROM : GLORIA JUMAMIL-MERCADO**  
*Undersecretary for Human Resource and Organizational  
Development*

**SUBJECT : ONLINE ORIENTATION ON THE DEPED ORDER (DO) 017 s.  
2023 RE: AMENDMENT TO THE POLICY ON SPECIAL  
HARDSHIP ALLOWANCE EFFECTIVE FOR FY 2023**

**DATE : 25 July 2023**

Pursuant to the MATATAG Agenda that underscores the expansion of the coverage in the grant of Special Hardship Allowance (SHA) to **give support to teachers to teach better** and **compensate teachers for unique school challenges**, the Department of Education (DepEd), with the concurrence of the Department of Budget and Management (DBM), has issued the DepEd Order 017 s. 2023 entitled *Amendment to DepEd Order No. 39, s. 2021 or the Guidelines on the Provision of Special Hardship Allowance for Public School Teachers*. The SHA Policy amendment entails lowering the Hardship index cut-off from 0.37 to 0.33 in determining Hardship Posts schools eligible to receive the SHA for FY 2023.

With this, the need to orient the field in the implementation implications such as the identification of eligible personnel, payment, and documentation in compliance with the policy changes is imperative. As such, the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) shall hold an online meeting from **08-10 August 2023** with select field participants to discuss all related issues and pressing concerns in the previous (FY 2021- FY 2022) and current (FY 2023) implementation of SHA.

The meeting objectives are as follow:

- a. Orient the field with the implementation implications of the DepEd Order 017 s. 2023 or the Amendment to DepEd Order No. 39, s. 2021;

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- b. Clarify observations and address issues in policy compliance as reflected in the utilization reports submitted by the field offices; and
- c. Discuss ways forward of the SHA Policy formulation for FY 2024 onwards.

The online meeting shall be conducted in three (3) batches via MS Teams with respective dates and target participants, as follows:

Batch	Date	Meeting Link	Target Participants
Batch 1 (Luzon Cluster)	August 08, 2023  8:30AM- 12:00NN	<a href="https://bit.ly/Batch1SHAMeeting2023">https://bit.ly/Batch1SHAMeeting2023</a>	<b>Three (3) representatives from the Regional Office (RO) comprised of:</b> <ul style="list-style-type: none"> <li>• 1 Representative from the Finance Division;</li> <li>• 1 Representative from Personnel Unit; and</li> <li>• 1 Regional Planning Officer</li> </ul>
Batch 2 (Visayas Cluster)	August 09, 2023  8:30AM- 12:00NN	<a href="https://bit.ly/Batch2SHAMeeting2023">https://bit.ly/Batch2SHAMeeting2023</a>	<b>Four (4) representatives from each of the Schools Division Office (SDO) comprised of:</b> <ul style="list-style-type: none"> <li>• 1 Representative from the Finance Unit;</li> <li>• 1 Representative from the Personnel Unit;</li> <li>• 1 Representative from Curriculum Implementation Division (CID); and</li> <li>• 1 Division Planning Officer</li> </ul>
Batch 3 (Mindanao Cluster)	August 10, 2023  8:30AM- 12:00NN	<a href="https://bit.ly/Batch3SHAMeeting2023">https://bit.ly/Batch3SHAMeeting2023</a>	<ul style="list-style-type: none"> <li>• 1 Representative from the Finance Unit;</li> <li>• 1 Representative from the Personnel Unit;</li> <li>• 1 Representative from Curriculum Implementation Division (CID); and</li> <li>• 1 Division Planning Officer</li> </ul>

Kindly refer to **Annex A** for the Indicative Program flow of the meeting.

**For confirmation of attendance**, please accomplish this online form: [bit.ly/ConfirmationSHAMeeting2023](https://bit.ly/ConfirmationSHAMeeting2023) on or before **28 July 2023**.

Should you have questions and concerns regarding this Memorandum, you may coordinate with **Ms. Noverose B. Dadole** or **Mr. Christopher L. Devera** of the BHROD-SED through telephone number **(02) 8633-5397** or email at [support.sha@deped.gov.ph](mailto:support.sha@deped.gov.ph).

*For dissemination and appropriate action.*

[BHROD-SED/Devera]

**INDICATIVE PROGRAM: ONLINE ORIENTATION REGARDING THE FY 2023  
AMENDMENT ON SHA GUIDELINES CUM ISSUES AND CONCERNS ON THE  
PROVISION OF SPECIAL HARDSHIP ALLOWANCE (SHA)**

**08-10 August 2023, 8:30 AM - 12:00 NN**

August 08 – Batch 1 (Luzon Cluster), 8:30 AM - 12:00 NN

August 09 – Batch 2 (Visayas Cluster), 8:30 AM - 12:00 NN

August 10 – Batch 3 (Mindanao Cluster), 8:30 AM - 12:00 NN

TIME			ACTIVITY
START	END	DURATION	
8:15 AM	8:30 AM	0:15	Pre-Program Check Up
8:30 AM	8:50 AM	0:20	<b>PRELIMINARIES</b>
			Philippine National Anthem Prayer Recognition of Participants
			<b>WELCOME REMARKS</b>
			• Introduction
			• Message
			• House Norms and Reminders
			Meeting Objectives Program Flow Meeting Mechanics
8:50 AM	9:30 AM	0:40	<b>CONTEXT &amp; BACKGROUND</b> • Special Hardship Allowance Guidelines DO 039, s. 2021 • Policy Amendment on SHA DO 017 s. 2023
9:30	10:00	0:30	<b>SHA Policy Ways Forward</b> a. BEIS Data Accuracy and Validation b. Payment of SHA for FY 2023 c. Review of the SHA Policy Implementation (DO 039 s. 2021) d. Utilization Report Template for FY 2023
10:00 AM	10:15 AM	0:15	<b>BREAK</b>
10:15 AM	10:50 AM	0:45	<b>PRESENTATION OF SHA IDENTIFIED ISSUES AND CONCERNS</b> • Status updates on the [DM-OUHROD-2022-0342] or the Observations on the Special Hardship Report for FY 2021 • SHA Utilization Report FY 2022 a. Data consolidation and submission b. Report Observations (accuracy, completeness etc.)
10:50 AM	11:30 AM	0:40	<b>Open Forum</b>
11:30 AM	12:00 NN	0:30	<b>CLOSING ACTIVITY</b>
			• BHROD-SED Next Steps • Evaluation