



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

August 13, 2024

**REGIONAL MEMORANDUM**  
 FTAD-2024- **927**

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

To: Schools Division Superintendents } Calbayog City Division  
 } Catbalogan City Division  
 } Eastern Samar Division  
 } Leyte Division  
 } Northern Samar Division  
 } Ormoc City Division  
 } Samar Division  
 } Southern Leyte Division

Division SHA Coordinators  
 All Others Concerned

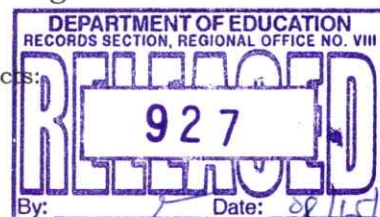
- Attached are DM-OUHROD-2024-1311 and DepEd Advisory dated 08 July 2024 and 16 July 2024 respectively re: Conduct of Survey on the Monitoring and Evaluation for the Special Hardship Allowance (SHA) and other Programs/Policies Implemented at the School Level on September 16-20, 2024.
- Other details relative to the conduct of this activity are stipulated in the said DepEd Memorandum and Advisory.
- The RO Monitors per team are stipulated in the attached SHA Monitoring Team Composition.
- For queries and further information, please reach Dr. Reynaldo E. Nayre, Regional SHA Coordinator, at **reynaldo.nayre002@deped.gov.ph**.
- Immediate dissemination of and compliance with this Memorandum are desired.

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

Enclosure(s): DM -ouhrod-2024-1311, s. 2024  
 Reference(s): As Stated  
 To be indicated in the Perpetual Index under the following subjects:

M&E PPI SHA SURVEY

FTAD- REN





Republic of the Philippines  
**Department of Education**

**BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT**

*OFFICE OF THE DIRECTOR*

**ADVISORY**

**TO: EVELYN R. FETALVERO**  
*Regional Director, Region VIII*

**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*

**SUBJECT: REGION VIII 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: 16 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 VIII**. Please be informed that the said activity will be conducted on **September 16-20, 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 (BHRD-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).

## SHA MONITORING TEAM COMPOSITION

**Total Number of Schools: 53**

<b>TEAM 1</b>	<b>DIVISION</b>	<b>CITY/MUNICIPALITY</b>	<b>DISTRICT</b>	<b>SCHOOL</b>
<b>Team Leader:</b>				
<b>CO-2</b>	Calbayog	Calbayog	IV	Victory ES
<b>RO-3</b>	Catbalogan	Catbalogan	IV	New Mahayag ES
Alma A. Suyom	Eastern Samar	Balangiga-Lawaan	Balangiga	Maybunga ES
Anna lyn Lim	Eastern Samar	Can-avid	Can-avid	Balagon ES
Mark Lito Gallano	Eastern Samar	Can-avid	Can-avid	Pandol ES
<b>SDO-1</b>	Eastern Samar	Dolores	Dolores 1	Rizal ES
	Eastern Samar	Dolores	Dolores 1	San Pascual ES
	Eastern Samar	Dolores	Dolores II	Jicontol ES
	Eastern Samar	Dolores	Dolores II	Hinolaso NHS
	Eastern Samar	Oras	Oras West	Bato ES'
Total				10
<b>TEAM 2</b>				
<b>Team Leader:</b>				
<b>CO-2</b>	Leyte	Alang-alang	Alang-Alang I	Gregorio Caidic Sr. ES
<b>RO-3</b>	Leyte	Babatngon	Babatngon	Blasong ES
Mercedes D. Sarmiento	Leyte	Barugo	Barugo I	Bulod PS
Gary Jay Calipayan	Leyte	Capoocan	Capoocan	Balugo PS
Janice Delopere	Leyte	Merida	Merida	San Isidro ES
<b>SDO-1</b>	Leyte	Palompon	Palompon North	San Miguel ES
	Leyte	Palompon	Palompon South	Catigahan PS
	Leyte	Tabango	Tabango North	Omaganhan ES
	Leyte	Matag-ob	Matag-ob	San Sebastian PS
	Leyte	Kananga	Kananga II	Don Felipe ES
	Ormoc City	Ormoc City	Ormoc V	Margen NHS
	Southern Leyte	Bontoc	Bontoc I	Paku NHS
	Southern Leyte	Silago	Silago	Catmon ES
Sub Total				13
<b>TEAM 3</b>				
<b>Team Leader:</b>				
<b>CO-2</b>	Leyte	Lapaz	Lapaz	Moroboro ES
<b>RO-3</b>	Leyte	MacArthur	MacArthur	San Vicente ES
Geraldine M. Mangaliman	Leyte	Dagami	Dagami North	Victoria PS
Reylen Esoy	Leyte	Matalom	Matalom South	Caningag ES
Rex Briones	Leyte	Matalom	Matalom South	Odias ES
<b>SDO-1</b>	Leyte	Matalom	Matalom South	Cahagnaan NHS
	Leyte	Hilongos	Hilongos North	Bagumbayan ES
	Leyte	Hilongos	Hilongos North	Katipunan ES
	Leyte	Hilongos	Hilongos North	Imelda ES
	Leyte	Hindang	Hindang	Mahilum ES
Sub Total				10
<b>TEAM 4</b>				
<b>Team Leader:</b>				
<b>CO-2</b>	Northern Samar	Catubig	Catubig I	Tongodnon ES

<b>RO-3</b>	Northern Samar	Catubig	Catubig II	Hitapian ES
Reynaldo E. Nayre	Northern Samar	Lapinig	Lapinig	Lorenzo S. Menzon AIS
Jennilynd Daya	Northern Samar	Lope De Vega	Lope De Vega	Roxas ES
Rona Fe Dolo	Northern Samar	Lope De Vega	Lope De Vega	Sampaguita PS
<b>SDO-1</b>	Northern Samar	Mapanas	Mapanas	Manaybanay ES
	Northern Samar	Mondragon	Mondragon II	San Jose ES
	Northern Samar	Palapag	Palapag II	Cag-anibong ES
	Northern Samar	Silvino Lobos	Silvino Lobos	Camanggaran PS
Sub Total				9
<b>TEAM 5</b>				
<b>Team Leader:</b>				
<b>CO-2</b>	Samar	Basey	Basey II	Manila-ay ES
Rita R. Dimakiling	Samar	Calbiga	Calbiga	Daligan ES
Robert Ecot	Samar	Calbiga	Calbiga	Malabal ES
Mary Grace Antivo	Samar	Daram	Daram II	Nipa ES
<b>SDO-1</b>	Samar	Gandara II-Matuguinao	Matuguinao	Nagpapacao ES
	Samar	Motiong	Motiong	Bonga ES
	Samar	Motiong	Motiong	Caulayanan ES
	Samar	Pinabacdao	Pinabacdao	Layo ES
	Samar	Santa Rita	Sta. Rita I	Cansadong ES
	Samar	Tagapul-an	Tagapul-an	Pulangbato ES
	Samar	San Jose De Buan	Wright II-Sn Jose de	Babaclayon IS
Sub Total				11

Prepared by:

**REYNALDO E. NAYRE, PhD.**  
EPS, FTAD- SHA Focal Person

Noted:

**MERCEDES D. SARMIENTO**  
Chief, FTAD

Recommending Approval: **RONELO AL K. FIRMO, CESO V**  
Asst. Regional Director

APPROVED:

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




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.



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600  
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549  
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

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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](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.



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600  
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549  
Email Address: [usec.hrod@deped.gov.ph](mailto:usec.hrod@deped.gov.ph) | Website: [www.deped.gov.ph](http://www.deped.gov.ph)

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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	Count
CAR	Abra	4
CAR	Apayao	4
CAR	Benguet	4
CAR	Iligao	6
CAR	Kalinga	6
CAR	Mt. Province	1
Region I	Ilocos Sur	5
Region I	La Union	1
Region I	Pangasinan I, Lingayen	4
Region I	Pangasinan II, Binalonan	2
Region II	Batanes	4
Region II	Cagayan	4
Region II	City of Ilagan	4
Region II	Isabela	4
Region II	Nueva Vizcaya	1
Region II	Quirino	1
Region III	Aurora	1
Region III	Bataan	5
Region III	Capang 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	Butuan City	1
Region IV-A	Quezon	10
Region IV-A	Rizal	1
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	Sorsogon	4
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 IX	Zamboanga City	3
Region IX	Zamboanga del Norte	13
Region IX	Zamboanga del Sur	7
Region IX	Zamboanga Sibugay	4
Region X	Bukidnon	16
Region X	Camariguin	3
Region X	Iligan City	1
Region X	Lanao del Norte	4
Region X	Misamis Occidental	2
Region X	Misamis Oriental	6
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	North Cotabato	11
Region XII	Sarangani	2
Region XII	South Cotabato	1
Region XII	Sultan Kudarat	7
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
Region VI	Alban	1
Region VI	Antique	3
Region VI	Capiz	3
Region VI	Escalante City	1
Region VI	Guimaras	3
Region VI	Iloilo	4
Region VI	Negros Occidental	2
Region VII	Bohol	10
Region VII	Carleson City	2
Region VII	Cebu	17
Region VII	Guihulngun City	1
Region VII	Negros Oriental	13
Region VIII	Calbayog City	1
Region VIII	Catbalogan City	1
Region VIII	Eastern Samar	8
Region VIII	Leyte	20
Region VIII	Northern Samar	9
Region VIII	Ormoc City	1
Region VIII	Samar (Western Samar)	11
Region VIII	Southern Leyte	2

TOTAL	
Regions	15
SDOs	89
Schools	400