



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ
Banica, Roxas City

DIVISION ADVISORY No. 351, s. 2021

September 24, 2021

To : Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All others concerned

Attention: Personnel in-charge of Special Hardship Allowance

1. In order to update the list of teachers for the payment of Special Hardship Allowance, the Schools Division Office is gathering the necessary data from the Districts and Schools.
2. Please advise the personnel in-charge of the said documents to submit the soft and hard copies on or before **September 29, 2021 not later than 5:00 pm.** Kindly attach the corresponding DTR (January 1- September 30, 2021) to the hard copy.
3. For the soft copy please use the link <https://bit.ly/3hZjMKH>.
4. Immediate dissemination of this Advisory is desired.


SALVADOR O. OCHAVO JR., EdD, CESO V
Schools Division Superintendent

SEP 24 2021

