



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

August 11, 2023

DIVISION MEMORANDUM

No. 387, s. 2023

**ADVISORY ON THE PROCESSING OF THE PAYMENT OF THE SPECIAL
HARDSHIP ALLOWANCE (SHA) FOR FISCAL YEAR (FY) 2023 WITH
REFERENCE TO THE DEPARTMENT ORDER 017, S. 2023 ENTITLED
“AMENDMENT TO THE DEPED ORDER NO. 039, S. 2021 (GUIDELINES ON
THE PROVISION OF SPECIAL HARDSHIP ALLOWANCE FOR PUBLIC
SCHOOL TEACHERS)”**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Program Supervisors, SGOD & CID
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. Attached is **Regional Memorandum No. 583, s. 2023** titled “**Advisory on the Processing of the Payment of the Special Hardship Allowance (SHA) for Fiscal Year (FY) 2023 with Reference to the Department Order 017, s. 2023 Entitled “Amendment to the DepEd Order No. 039, s. 2021 (Guidelines on the Provision of Special Hardship Allowance for Public School Teachers)”**”.
2. Immediate dissemination of this Memorandum is desired.

MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

Enclosure: As stated

Reference: As stated

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

ALLOWANCE BENEFITS POLICY OFFICIALS SCHOOLS EMPLOYEES



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Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS

REGIONAL MEMORANDUM
No. 582, s. 2023

AUG 07 2023

**ADVISORY ON THE PROCESSING OF THE PAYMENT OF THE SPECIAL
HARDSHIP ALLOWANCE (SHA) FOR FISCAL YEAR (FY) 2023 WITH
REFERENCE TO THE DEPARTMENT ORDER 017, S. 2023
ENTITLED “AMENDMENT TO DEPED ORDER NO. 039,
S. 2021 (GUIDELINES ON THE PROVISION OF
SPECIAL HARDSHIP ALLOWANCE FOR PUBLIC
SCHOOL TEACHERS)”**

To: Schools Division Superintendents
Functional and Support Division Chiefs
All Others Concerned

1. Attached is Memorandum DM-OUHROD-2023-0995 dated July 31, 2023, on the **Advisory on the Processing of the Payment of the Special Hardship Allowance (SHA) for Fiscal Year (FY) 2023 with Reference to the Department Order 017, s. 2023 entitled “Amendment to DepED Order No. 039, s. 2021 (Guidelines on the Provision of Special Hardship Allowance for Public School Teachers)”**.
2. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl.: As stated
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

ALLOWANCE	BENEFITS
EMPLOYEES	OFFICIALS
POLICY	SCHOOLS

MIA/RRE – RM- Advisory SHA
August 3, 2023



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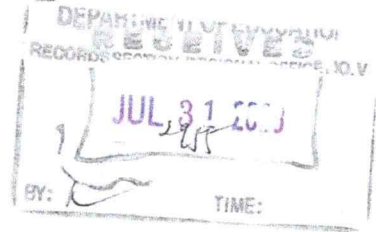
Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2023-0995



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

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

ANNALYN M. SEVILLA
Undersecretary for Finance

**SUBJECT : ADVISORY ON THE PROCESSING OF THE PAYMENT OF THE
SPECIAL HARDSHIP ALLOWANCE (SHA) FOR FISCAL YEAR (FY)
2023 WITH REFERENCE TO THE DEPARTMENT ORDER 017,
S. 2023 ENTITLED "AMENDMENT TO DEPED ORDER NO. 039,
S. 2021 (GUIDELINES ON THE PROVISION OF SPECIAL
HARDSHIP ALLOWANCE FOR PUBLIC SCHOOL TEACHERS)"**

DATE : 25 July 2023

The **Regional and Schools Division Offices (ROs and SDOs)** are hereby directed to process the payment of **Special Hardship Allowance (SHA)** to eligible teachers with reference to the DepEd Order (DO) 017, s. 2023 entitled "Amendment to DepEd Order No. 039, s. 2021 (Guidelines on the Provision of Special Hardship Allowance for Public School Teachers)" issued on July 19, 2023. **The official list of hardship posts for FY 2023 is provided as revised Annex A in DO 017, s. 2023.** Kindly note that the said DepEd Order shall serve as the implementing guidelines on SHA for FY 2023.

Further, this is to reiterate the eligibility criteria for SHA as articulated in Section 3.0 of the DBM-DepEd Joint Circular No. 1, s. 2021 entitled "Revised Guidelines on the Grant of Special Hardship Allowance" and Section 5.1 of the DO 039, s. 2021 entitled "Guidelines on the Provision of Special Hardship Allowance for Public School Teachers," the following DepEd personnel are qualified to receive the SHA:

1. **All teachers** in elementary and secondary schools located in **hardship posts** as determined by the hardship index (HI);
2. **Multi-grade teachers** in **pure multi-grade schools**;
3. **Mobile teachers and Alternative Learning System (ALS) coordinators** concurrently **handling ALS classes**; and
4. **School heads** assigned in hardship posts or pure multi-grade schools.

For information and appropriate action.

AS

BHROD-SED/Dadole

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