

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



Personnel-RM-2024-618

5 September 2024

Regional Memorandum
No. 618, s. 2024

ADVISORY ON THE PROCESSING OF THE PAYMENT OF THE SPECIAL HARDSHIP ALLOWANCE (SHA) FOR FISCAL YEAR (FY) 2024 WITH REFERENCE TO THE DEPARTMENT MEMORANDUM NO. 045, S. 2024 TITLED ADOPTION OF DEPED ORDER NO. 017, S. 2023 AS GUIDELINES FOR THE PROVISION OF SPECIAL HARDSHIP ALLOWANCE FOR PUBLIC SCHOOL TEACHERS

To **Schools Division Superintendents**
School Heads
All Others Concerned

1. Enclosed is a copy of Memorandum OM-OUHROD-2024-1622 dated August 21, 2024 signed by **Dir. WILFREDO E. CABRAL**, Officer-In-Charge, Office of the Undersecretary, Human Resource and Organizational Development, titled **“Advisory on the Processing of the Payment of the Special Hardship Allowance (SHA) for Fiscal Year (FY) 2024 with Reference to the Department Memorandum No. 045, s. 2024 Titled Adoption of DepEd Order No. 017, s. 2023 as Guidelines for the Provision of Special Hardship Allowance for Public School Teachers,”** which is self-explanatory.
2. The processing of payment of Special Hardship Allowance (SHA) to eligible teachers for FY 2024 shall be pursuant to DepEd Memo No. 045, s. 2024 titled Adoption of DepEd Order No. 017, s. 2023 as Guidelines for the Provision of Special Hardship Allowance for Public School Teachers issued on August 12, 2024.
3. The official list of hardship posts for FY 2024 is provided as Annex A in DepEd Order No. 017, s. 2023 titled Amendment to DepEd Order No. 039, s. 2021 (Guidelines on the Provision of Special Hardship Allowance for Public School Teachers).
4. Attention is invited to the third paragraph of the Advisory on the eligibility criteria for SHA as articulated in Section 3.0 of the DBM-DepEd Joint Circular No. 1, s. 2021, for information and reference.



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



5. For other concerns or clarifications, please contact the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) through email at bhrod.sed@deped.gov.ph, copy furnish support.sha@deped.gov.ph.
6. Immediate dissemination of and compliance with this memorandum is desired.

By Authority of the Regional Director:


LOIDA N. NIDEA
Assistant Regional Director

Incl.: As stated

08C/ROA/P1



ORD-UM01-2024-769

Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2024-1622

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : 
WILFREDO E. CABRAL
Regional Director
Officer-in-Charge, Office of the Undersecretary
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) 2024 WITH REFERENCE TO THE DEPARTMENT MEMORANDUM NO. 045, S. 2024 TITLED ADOPTION OF DEPED ORDER NO. 017, s. 2023 AS GUIDELINES FOR THE PROVISION OF SPECIAL HARDSHIP ALLOWANCE FOR PUBLIC SCHOOL TEACHERS**

DATE : 21 August 2024

The **Regional and Schools Division Offices (ROs and SDOs)** are hereby directed to **process the payment of Special Hardship Allowance (SHA)** to eligible teachers for Fiscal Year (FY) 2024 with reference to the Department Memorandum No. 045, s. 2024 titled the *Adoption of DepEd Order No. 017, s. 2023 as Guidelines for the Provision of Special Hardship Allowance for Public School Teachers* issued on 12 August 2024.

The **official list of hardship posts for FY 2024 is provided as revised Annex A in DepEd Order (DO) No. 017, s. 2023** titled *Amendment to DepEd Order No. 039, s. 2021 (Guidelines on the Provision of Special Hardship Allowance for Public School Teachers)*.

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 titled *Revised Guidelines on the Grant of Special Hardship Allowance* and Section 5.1 of DO 039, s. 2021, 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.

Should you have concerns or clarifications, please contact the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) through email at bhrod.sed@deped.gov.ph copy furnish support.sha@deped.gov.ph.

For immediate and appropriate action.

AS 8/22



Republic of the Philippines
Department of Education

DepEd MEMORANDUM
No. **045**, s. 2024

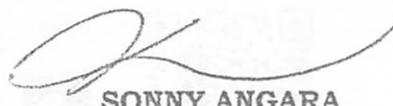
AUG 17 2024

**ADOPTION OF DEPED ORDER NO. 017, s. 2023 AS GUIDELINES
FOR THE PROVISION OF SPECIAL HARDSHIP ALLOWANCE
FOR PUBLIC SCHOOL TEACHERS**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to the Department of Budget and Management (DBM) and Department of Education (DepEd) Joint Circular No. 1, s. 2021 titled Revised Guidelines on the Grant of Special Hardship Allowance (SHA), DepEd issued DepEd Order (DO) No. 039, s. 2021 titled Guidelines on the Provision of Special Hardship Allowance for Public School Teachers which established the use of the Hardship Index (HI) for schools to identify hardship posts.
2. By virtue of providing additional support for teachers, DO 017, s. 2023 or the Amendment to DepEd 039, s. 2021 was issued to lower the HI cut-off **from 0.37 to 0.33**, allowing an increase in the number of teachers eligible to receive the SHA.
3. Awaiting the development of new guidelines for SHA, the Department issues this DepEd Memorandum, **adopting DO 017, s. 2023 as the prevailing guidelines for SHA implementation for Fiscal Year (FY) 2024 and FYs thereafter, or until the issuance of a new policy on the matter.**
4. All other provisions in DO 039, s. 2021 not affected by DO 017, s. 2023 shall remain in effect.
5. For more information, please contact the **Bureau of Human Resource and Organizational Development-School Effectiveness Division**, 4th Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at bhrod.sed@deped.gov.ph or at telephone number (02) 8633-5397.
6. Immediate dissemination of this Memorandum is desired.




SONNY ANGARA
Secretary



Republic of the Philippines
Department of Education

DepEd MEMORANDUM
No. **045**, s. 2024

AUG 12 2024

**ADOPTION OF DEPED ORDER NO. 017, s. 2023 AS GUIDELINES
FOR THE PROVISION OF SPECIAL HARDSHIP ALLOWANCE
FOR PUBLIC SCHOOL TEACHERS**

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SONNY ANGARA
Secretary

References:

DepEd Order (Nos. 017, s. 2023 and 039, s. 2021)

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

ALLOWANCE
BENEFITS
BUREAUS AND OFFICES
CHANGE
FUNDS
RULES AND REGULATIONS
SCHOOLS
TEACHERS

MCDK, APA, MPC, F DM Amendment to DO 017, s. 2023
0253 - July 8, 2024

References:

DepEd Order (Nos. 017, s. 2023 and 039, s. 2021)

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