



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

February 9, 2022

OFFICE MEMORANDUM

No. **083**, 2022

To: Schools Division Superintendents of Northern Samar, Eastern Samar, Samar and Southern Leyte
All Others Concerned

SUBMISSION OF 2020 SPECIAL HARDSHIP ALLOWANCE (SHA) UTILIZATION REPORT

1. In view of the herein attached Memorandum DM-HROD-2022-0117, dated January 24, 2022 from the Office of the Undersecretary Human Resource and Organizational Development, all concerned Schools Division Offices are hereby directed to submit the **FY 2020 Special Hardship Allowance (SHA) Utilization Report** using the prescribed template through email address bhrod.sed@deped.gov.ph on or before February 16, 2022.
2. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

FD-BS-GJNC

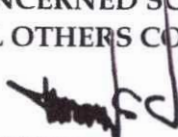




Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-HROD-2022-0117

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

FROM : 
WILFREDO E. CABRAL
Regional Director, DepEd NCR and
Officer-In-Charge, Office of the Undersecretary
Human Resource and Organizational Development

SUBJECT : **Reminder on the Submission of FY 2020 Special Hardship Allowance (SHA) Utilization Report**

DATE : 24 January 2021

With reference to the DM-PHROD-2021-0217 dated 29 March 2021 on *Submission of Special Hardship Allowance (SHA) FY 2020 Utilization Report*, and DM-HROD-2021-0119 dated 27 August 2021, we would like to remind you of the Schools Division Offices (SDOs) that have yet to submit the said report. Attached for your information and reference is the list of SDOs with incomplete submission of utilization reports as of 17 January 2022 (*see Annex A*). Thus, **ALL SDOs in the list are requested to submit their utilization report on or before February 16, 2022.**

Instructions for the accomplishment and submission of the FY 2020 SHA Utilization Report:

1. Use the attached template (Annex B).
2. Avoid any alteration or modification of the template (i.e., column deletion, merging, etc.).
3. Accomplish the template completely and correctly, ensuring that all required fields are filled out.
4. Submit the report in Excel (.xlsx) format through email address bhrod.sed@deped.gov.ph.

Kindly be reminded that this report is crucial in the justification for the SHA budget allocation of the region/division and enhancement of the guidelines on SHA.

For clarifications or concerns, please contact Mr. Christopher Devera of the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) through the email address provided above.

For appropriate action.

[BHROD-SED/Devera]

SUBMISSION OF FY 2020 SHA UTILIZATION REPORT
As of January 17, 2021

ALL SDOs IN THIS LIST are requested to submit FY 2020 SHA utilization report on or before February 16, 2022.

Region	SDO	STATUS OF SUBMISSION
NCR	Manila	<i>No submission</i>
	Mandaluyong	<i>Re-submission</i>
	Muntinlupa	<i>No submission</i>
REGION II	Batanes	<i>Re-submission</i>
	Cagayan	<i>Re-submission</i>
	Nueva Vizcaya	<i>No submission</i>
REGION III	Olongapo	<i>Re-submission</i>
REGION IV - A	Laguna	<i>No submission</i>
	San Pablo City	<i>No submission</i>
	Rizal	<i>Re-submission</i>
REGION IV - B	Calapan City	<i>Re-submission</i>
REGION VI	Iloilo	<i>Re-submission</i>
	Negros Occidental	<i>Re-submission</i>
REGION VII	Bais City	<i>Re-submission</i>
	Carcar City	<i>No submission</i>
	Dumaguete	<i>No submission</i>
	Naga City, Cebu	<i>No submission</i>
	Tagbilaran	<i>No submission</i>
REGION VIII	Eastern Samar	<i>Re-submission</i>
	Northern Samar	<i>No submission</i>
	Samar (Western Samar)	<i>No submission</i>
	Southern Leyte	<i>Re-submission</i>
REGION IX	Dipolog City	<i>No submission</i>
	Isabela City	<i>No submission</i>
	Zamboanga Del Norte	<i>Re-submission</i>
	Zamboanga Del Sur	<i>No submission</i>
REGION X	Cagayan De Oro City	<i>No submission</i>
	Camiguin	<i>No submission</i>
	Gingoog City	<i>No submission</i>
	Iligan City	<i>No submission</i>
	Lanao Del Norte	<i>No submission</i>
	Misamis Oriental	<i>No submission</i>
	Misamis Occidental	<i>Re-submission</i>
	Oroquieta City	<i>No submission</i>
	Valencia City	<i>No submission</i>
REGION XI	Davao De Oro	<i>No submission</i>
	Davao Del Norte	<i>No submission</i>
	Davao Del Sur	<i>No submission</i>

	Davao Occidental	<i>Re-submission</i>
	Davao Oriental	<i>No submission</i>
	Igacos (Island Garden City of Samal)	<i>No submission</i>
	Panabo City	<i>No submission</i>
	Tagum City	<i>No submission</i>
REGION XII	Cotabato City	<i>No submission</i>
	Koronadal City	<i>No submission</i>
	Sultan Kudarat	<i>No submission</i>
REGION XIII (CARAGA)	Agusan Del Norte	<i>No submission</i>
	Agusan Del Sur	<i>No submission</i>
	Bayugan City	<i>No submission</i>
	Bislig City	<i>Re-submission</i>
	Butuan City	<i>Re-submission</i>
	Dinagat Island	<i>No submission</i>
	Siargao City	<i>Re-submission</i>
	Surigao Del Norte	<i>No submission</i>
	Surigao Del Sur	<i>No submission</i>



Department of Education Region VIII <region8@deped.gov.ph>

[DM-HROD-2022-0117] Reminder on the Submission of FY 2020 Special Hardship Allowance (SHA) Utilization Report

2 messages

Office of the Undersecretary for Human Resource and Organizational Development (OUHROD) <usec.hrod@deped.gov.ph>

RECEIVED FEB 14 2022 7:48 AM

To: TOLENTINO AQUINO <tolentino.aquino@deped.gov.ph>, Benjamin Paragas <benjamin.paragas@deped.gov.ph>, may eclar <may.eclar@deped.gov.ph>, FRANCIS CESAR BRINGAS <francis.bringas@deped.gov.ph>, NICOLAS CAPULONG <nicolas.capulong@deped.gov.ph>, RD Gilbert Sadsad <gilbert.sadsad@deped.gov.ph>, RD-VIII Ramir Uytico <ramir.uytico@deped.gov.ph>, SALUSTIANO JIMENEZ <salustiano.jimenez@deped.gov.ph>, EVELYN FETALVERO <evelyn.fetalvero@deped.gov.ph>, RUTH FUENTES <ruth.fuentes@deped.gov.ph>, ARTURO BAYOCOT <arturo.bayocot001@deped.gov.ph>, ALLAN FARNAZO <allan.famazo@deped.gov.ph>, CARLITO ROCAFORT <carlito.rocafort@deped.gov.ph>, Gemma Ledesma <ma.ledesma002@deped.gov.ph>, ESTELA CARINO <estela.carino@deped.gov.ph>, Willie CABRAL <wilfredo.cabral@deped.gov.ph>
Cc: DepEd I Ilocos Region <region1@deped.gov.ph>, DepEd II Cagayan Valley Region <region2@deped.gov.ph>, DepEd III Central Luzon <region3@deped.gov.ph>, DepEd IVA CALABARZON <region4a@deped.gov.ph>, region4b@deped.gov.ph, DepEd V Bicol Region <region5@deped.gov.ph>, DepEd VI Western Visayas <region6@deped.gov.ph>, DepEd VII Central Visayas <region7@deped.gov.ph>, DepEd VIII Eastern Visayas <region8@deped.gov.ph>, DepEd IX Zamboanga Peninsula <region9@deped.gov.ph>, DepEd X Northern Mindanao <region10@deped.gov.ph>, DepEd XI Davao Region <region11@deped.gov.ph>, DepEd XII Soccsksargen <region12@deped.gov.ph>, DepEd Region XIII- CARAGA <caraga@deped.gov.ph>, DepEd Cordillera Administrative Region <car@deped.gov.ph>, DepEd NCR <ncr@deped.gov.ph>, Bureau of Human Resource and Organizational Development Office of the Director <bhrod.od@deped.gov.ph>, "Office of the USec for Human Resource & Organizational Dev (OUHROD)" <usec.hrod@deped.gov.ph>, "cc: Indira Mae Orbiso" <indira.orbiso@deped.gov.ph>, DEXTER PANTE <dexter.pante@deped.gov.ph>, Jennifer Lopez <jennifer.lopez006@deped.gov.ph>, School Effectiveness Division <bhrod.sed@deped.gov.ph>, ROWENA DELA CRUZ <rowena.delacruz002@deped.gov.ph>, Anne Rachel Miguel <anne.miguel@deped.gov.ph>, Noverose Dadole <noverose.dadole@deped.gov.ph>, christopher.devera003@deped.gov.ph, Janey Rhose Diaz <janey.diaz@deped.gov.ph>, IRRALYN ESCANDOR <irralyn.escandor@deped.gov.ph>, Joergette Razielle Regadio <joergette.regadio@deped.gov.ph>, Sharon Ayala <sharon.ayala@deped.gov.ph>, SONIA SOBREMISANA <sonia.sobremisana@deped.gov.ph>, Ralph Escamis <ralph.escamis@deped.gov.ph>

Dear Directors and Concerned SDS,

With reference to the DM-PHROD-2021-0217 dated 29 March 2021 on Submission of Special Hardship Allowance (SHA) FY 2020 Utilization Report, and DM-HROD-2021-0119 dated 27 August 2021, we would like to remind you of the Schools Division Offices (SDOs) that have yet to submit the said report. Attached for your information and reference is the list of SDOs with incomplete submission of utilization reports as of 17 January 2022 (see Annex A). Thus, ALL SDOs in the list are requested to submit their utilization report on or before February 16, 2022.

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Thank you very much and please help us in improving our service by answering our survey for: <https://forms.gle/uNadBwKJqhhFstSb7>

Sincerely,



Office of the Undersecretary for Human Resource
and Organizational Development (OUHROD)
Tel. No.: (02)8633-7206 | Telefax No.: (02) 8631-8494
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Ave., Pasig City 1600
www.deped.gov.ph

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4 attachments

- Annex B_SHA Report Template 2020 (1).xlsx**
14K
- [DM-HROD-2021-0119] Follow-up Memo re FY 2020 SHA utilization report (1).pdf**
206K
- [DM-PHROD-2021-0217] Submission of SHA FY 2020 Utilization Report (1).pdf**
188K
- [DM-HROD-2022-0117] Follow-up Memo re FY 2020 SHA Utilization Report.pdf**
243K

SALUSTIANO JIMENEZ <salustiano.jimenez@deped.gov.ph>

Fri, Feb 4, 2022 at 8:03 AM

To: "Office of the Undersecretary for Human Resource and Organizational Development (OUHROD)"

<usec.hrod@deped.gov.ph>

Cc: TOLENTINO AQUINO <tolentino.aquino@deped.gov.ph>, Benjamin Paragas <benjamin.paragas@deped.gov.ph>, may eclar <may.eclar@deped.gov.ph>, FRANCIS CESAR BRINGAS <francis.bringas@deped.gov.ph>, NICOLAS CAPULONG <nicolas.capulong@deped.gov.ph>, RD Gilbert Sadsad <gilbert.sadsad@deped.gov.ph>, RD-VIII Ramir

Uytico <ramir.uytico@deped.gov.ph>, EVELYN FETALVERO <evelyn.fetalvero@deped.gov.ph>, RUTH FUENTES <ruth.fuentes@deped.gov.ph>, ARTURO BAYOCOT <arturo.bayocot001@deped.gov.ph>, ALLAN FARNAZO <allan.farnazo@deped.gov.ph>, CARLITO ROCAFORT <carlito.rocafort@deped.gov.ph>, Gemma Ledesma <ma.ledesma002@deped.gov.ph>, ESTELA CARINO <estela.carino@deped.gov.ph>, Willie CABRAL <wilfredo.cabral@deped.gov.ph>, DepEd I Ilocos Region <region1@deped.gov.ph>, DepEd II Cagayan Valley Region <region2@deped.gov.ph>, DepEd III Central Luzon <region3@deped.gov.ph>, DepEd IVA CALABARZON <region4a@deped.gov.ph>, region4b@deped.gov.ph, DepEd V Bicol Region <region5@deped.gov.ph>, DepEd VI Western Visayas <region6@deped.gov.ph>, DepEd VII Central Visayas <region7@deped.gov.ph>, DepEd VIII Eastern Visayas <region8@deped.gov.ph>, DepEd IX Zamboanga Peninsula <region9@deped.gov.ph>, DepEd X Northern Mindanao <region10@deped.gov.ph>, DepEd XI Davao Region <region11@deped.gov.ph>, DepEd XII Soccsksargen <region12@deped.gov.ph>, DepEd Region XIII- CARAGA <caraga@deped.gov.ph>, DepEd Cordillera Administrative Region <car@deped.gov.ph>, DepEd NCR <ncr@deped.gov.ph>, Bureau of Human Resource and Organizational Development Office of the Director <bhrod.od@deped.gov.ph>, "cc: Indira Mae Orbiso" <indira.orbiso@deped.gov.ph>, DEXTER PANTE <dexter.pante@deped.gov.ph>, Jennifer Lopez <jennifer.lopez006@deped.gov.ph>, School Effectiveness Division <bhrod.sed@deped.gov.ph>, ROWENA DELA CRUZ <rowena.delacruz002@deped.gov.ph>, Anne Rachel Miguel <anne.miguel@deped.gov.ph>, Noverose Dadole <noverose.dadole@deped.gov.ph>, christopher.devera003@deped.gov.ph, Janey Rhose Diaz <janey.diaz@deped.gov.ph>, IRRALYN ESCANDOR <irralyn.escandor@deped.gov.ph>, Joergette Razielle Regadio <joergette.regadio@deped.gov.ph>, Sharon Ayala <sharon.ayala@deped.gov.ph>, SONIA SOBREMISANA <sonia.sobremisana@deped.gov.ph>, Ralph Escamis <ralph.escamis@deped.gov.ph>

Noted with thanks.

God bless

[Quoted text hidden]