



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OFFICE OF DAVAO ORIENTAL

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
No. 028, s. 2024

TO : **Public Schools District Supervisors (PSDS)**
All School Heads/Principals
Teachers
All Others Concerned

SUBJECT : **PROVISION OF SPECIAL HARDSHIP ALLOWANCE UPDATE**
AND SUBMISSION OF REQUIREMENTS

DATE : March 12, 2024

In line of the evolving guidelines of Special Hardship Allowance (SHA), all qualified employees are requested to submit their requirements and Daily Time Record (DTR) every 5th of the following month to the Personnel Section for review.

As we wait for the finalization of the new guidelines for the Provision of Special Hardship Allowance (SHA), requirements shall be submitted to the Personnel Section This is to ensure that all documents ~~are~~ in place and ready for processing once the new guidelines are established.

Your cooperation in this matter is important, as it will help facilitate a smooth transition once the new guidelines are implemented.

For information and guidance.


DR. JOSEPHINE L. FADUL
Schools Division Superintendent

DEPED SDO-DAVAO ORIENTAL
RECORDS SECTION
RELEASED
MAR 13 2024
MYROSE T. DIANSAY, LPT
ADMINISTRATIVE OFFICER-IV



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