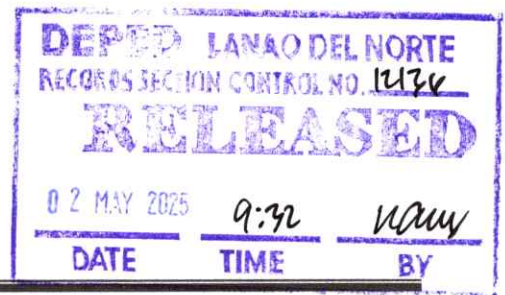




Republic of the Philippines  
Department of Education  
REGION X  
SCHOOLS DIVISION OF LANA O DEL NORTE



**Office of the Schools Division Superintendent**

April 30, 2025

DIVISION MEMORANDUM

No. 250, s. 2025

**SUBMISSION OF DOCUMENTS FOR THE PAYMENT OF  
SPECIAL HARDSHIP ALLOWANCE (SHA) 2025**

To: ALL TEACHING AND NON-TEACHING PERSONNEL  
This Division

1. Pursuant to DepEd Memorandum OUHROD-2025-1060 **“Advisory on the Provision of the Special Hardship Allowance (SHA) for the Fiscal Year (FY) 2025”** dated April 25, 2025, affirming the validity of **DepEd Memorandum 045 s. 2024 “Adoption of DEPED Order No. 017, s. 2023 as Guidelines for the Provision of Special Hardship Allowance for Public School Teachers”** as the current guidelines for SHA this **Fiscal Year 2025**, this Division directs all concerned to submit the required documents for the payment of Special Hardship Allowance (SHA) for FY 2025.

2. Section V DepEd Order No. 039, s. 2021 on General Conditions and Other Eligibility Conditions, the following personnel are eligible for the provision of Special Hardship Allowance (SHA):

- all teachers in elementary and secondary schools in hardship post as determined by the hardship post index; (*DO No. 17, s. 2023 Enclosure*)
- multigrade teachers in PURE multigrade schools;
- mobile teachers, and Alternative Learning System (ALS) Coordinators concurrently handling ALS classes; and
- school heads assigned in hardship post or multigrade schools.

The qualified teachers may either be resident or transient, having permanent or provisional or substitute or temporary appointment.

3. Section VI, item 2 paragraph C states: A cluster school head handling two or more hardship post/pure multigrade schools shall be qualified to receive SHA in proportion to the actual number of days he/she is present in those schools. In no case shall the cluster school head be granted SHA more than the rate as computed in Section 5.5 of the DBM-DepEd JC.

4. For qualified personnel who meet more than one (1) criterion (e.g. a pure MG school is also categorized as a hardship post) the MG teacher shall receive SHA on only one criterion.



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5. The qualified personnel eligible for SHA shall submit the following documentary requirements:
- A. For Hardship Post Recipient
    - ❖ Duly Signed Monthly School Form 7 (Report of Attendance)
  - B. Pure Multi Grade School Recipient
    - ❖ Certification as PURE multigrade school - see attached template;
    - ❖ Duly Signed Monthly School Form 7 (Report of Attendance)
    - ❖ School Form 7 (SF7) School Personnel Assignment List and Basic Profile
  - C. Mobile Teachers
    - ❖ Monthly List of ALS Teachers – see attached template
6. Enclosed are DepEd Order No. 017, s. 2023 Revised Annex A for the updated list of hardship post schools eligible for SHA in the division for reference.
7. The deadline for submission will be every **7<sup>th</sup> of the following month**. However, due to the late release of DepEd guidelines, the deadline for January to March 2025 (First Quarter) documentary requirements will be May 5<sup>th</sup>.
8. Immediate and wide dissemination of and strict compliance on the contents of this Memorandum are enjoined.

**EDWIN R. MARIBOJOC, CESO V**  
Schools Division Superintendent

## List of Hardship Post Schools

\*Data Source: BEIS SY 2019-2020

| No.  | Level | School ID | School Name                                      | Region   | Division        | District                              | Municipality  | Barangay             | Modified Curricular Offering | Hardship Index (HI) Score |
|------|-------|-----------|--------------------------------------------------|----------|-----------------|---------------------------------------|---------------|----------------------|------------------------------|---------------------------|
| 4377 | ES    | 199540    | San Mateo Primary School                         | Region X | Bukidnon        | Talakag II                            | TALAKAG       | INDULANG             | Purely ES                    | 0.49                      |
| 4378 | ES    | 501628    | Indulang Integrated School                       | Region X | Bukidnon        | Talakag II                            | TALAKAG       | INDULANG             | ES and JHS                   | 0.41                      |
| 4379 | JHS   | 501628    | Indulang Integrated School                       | Region X | Bukidnon        | Talakag II                            | TALAKAG       | INDULANG             | ES and JHS                   | 0.41                      |
| 4380 | ES    | 111092    | SAGU-LAW TA KABUKA ELEMENTARY SCHOOL             | Region X | Gingoog City    | Gingoog City North-3 District         | GINGOOG CITY  | KALIPAY              | Purely ES                    | 0.38                      |
| 4381 | ES    | 111420    | BAYAWON TA MALAGWAS ELEMENTARY SCHOOL            | Region X | Gingoog City    | Gingoog City North-3 District         | GINGOOG CITY  | KALIPAY              | Purely ES                    | 0.38                      |
| 4382 | ES    | 111422    | BALAY HA TAGNAUWAN TA BAYUNGON ELEMENTARY SCHOOL | Region X | Gingoog City    | Gingoog City North-3 District         | GINGOOG CITY  | EUREKA               | Purely ES                    | 0.35                      |
| 4383 | ES    | 202503    | Mimpakiki Elementary School                      | Region X | Gingoog City    | Gingoog City North-3 District         | GINGOOG CITY  | KALIPAY              | Purely ES                    | 0.34                      |
| 4384 | ES    | 202504    | Baliguihan Primary School                        | Region X | Gingoog City    | Gingoog City North-3 District         | GINGOOG CITY  | EUREKA               | Purely ES                    | 0.36                      |
| 4385 | ES    | 111852    | KALANDANG TA ANAHAW ELEMENTARY SCHOOL            | Region X | Gingoog City    | Gingoog City West-3 District          | GINGOOG CITY  | BANTAAN              | Purely ES                    | 0.5                       |
| 4386 | ES    | 103744    | SALINGSING ELEMENTARY SCHOOL                     | Region X | Iligan City     | Iligan City East I District           | ILIGAN CITY   | ROGONGON             | Purely ES                    | 0.36                      |
| 4387 | ES    | 103752    | KIANIBONG ELEMENTARY SCHOOL                      | Region X | Iligan City     | Iligan City East I District           | ILIGAN CITY   | ROGONGON             | Purely ES                    | 0.39                      |
| 4388 | ES    | 128125    | Katipunon ES                                     | Region X | Iligan City     | Iligan City Northeast II - B District | ILIGAN CITY   | ROGONGON             | Purely ES                    | 0.44                      |
| 4389 | ES    | 203003    | Binasan ES                                       | Region X | Iligan City     | Iligan City Northeast II - B District | ILIGAN CITY   | ROGONGON             | Purely ES                    | 0.53                      |
| 4390 | ES    | 126968    | Maliwanag PS                                     | Region X | Lanao del Norte | Baloi West                            | BALOI         | ADAPUN-ALI (DARIAT)  | Purely ES                    | 0.33                      |
| 4391 | JHS   | 501601    | Olango Integrated School                         | Region X | Lanao del Norte | Baloi West                            | BALOI         | ANGAYEN (BALUT)      | ES and JHS                   | 0.36                      |
| 4392 | ES    | 200508    | Bubong Radapan P S                               | Region X | Lanao del Norte | Matungao                              | MATUNGAO      | BUBONG RADAPAN       | Purely ES                    | 0.34                      |
| 4393 | JHS   | 304012    | MATUNGAO NATIONAL HIGH SCHOOL                    | Region X | Lanao del Norte | Matungao                              | MATUNGAO      | POBLACION (MATUNGAO) | JHS with SHS                 | 0.34                      |
| 4394 | JHS   | 501557    | Matampay Integrated School                       | Region X | Lanao del Norte | Matungao                              | MATUNGAO      | MATAMPAY             | ES and JHS                   | 0.46                      |
| 4395 | ES    | 200538    | Matampay PS                                      | Region X | Lanao del Norte | Munai                                 | MUNAI         | MATAMPAY             | Purely ES                    | 0.46                      |
| 4396 | JHS   | 304014    | Munai NHS                                        | Region X | Lanao del Norte | Munai                                 | MUNAI         | TAMBO                | JHS with SHS                 | 0.56                      |
| 4397 | SHS   | 304014    | Munai NHS                                        | Region X | Lanao del Norte | Munai                                 | MUNAI         | TAMBO                | JHS with SHS                 | 0.45                      |
| 4398 | JHS   | 501381    | Ramain Integrated School                         | Region X | Lanao del Norte | Munai                                 | MUNAI         | RAMAIN               | ES and JHS                   | 0.35                      |
| 4399 | ES    | 501382    | Munai Central Integrated School                  | Region X | Lanao del Norte | Munai                                 | MUNAI         | OLD POBLACION        | ES and JHS                   | 0.35                      |
| 4400 | JHS   | 501382    | Munai Central Integrated School                  | Region X | Lanao del Norte | Munai                                 | MUNAI         | OLD POBLACION        | ES and JHS                   | 0.35                      |
| 4401 | ES    | 501558    | Pendolonan Integrated School                     | Region X | Lanao del Norte | Munai                                 | MUNAI         | PINDOLONAN           | ES and JHS                   | 0.36                      |
| 4402 | JHS   | 501558    | Pendolonan Integrated School                     | Region X | Lanao del Norte | Munai                                 | MUNAI         | PINDOLONAN           | ES and JHS                   | 0.46                      |
| 4403 | SHS   | 304018    | Pantao Ragat Agri-Ind. HS                        | Region X | Lanao del Norte | Pantao Ragat                          | PANTAO RAGAT  | CALAWE               | JHS with SHS                 | 0.34                      |
| 4404 | ES    | 127159    | Bowi PS                                          | Region X | Lanao del Norte | Pantar                                | PANTAR        | BOWI                 | Purely ES                    | 0.41                      |
| 4405 | ES    | 127165    | Lower Kalanganan PS                              | Region X | Lanao del Norte | Pantar                                | PANTAR        | KALANGANAN LOWER     | Purely ES                    | 0.34                      |
| 4406 | ES    | 127167    | Pantar West PS                                   | Region X | Lanao del Norte | Pantar                                | PANTAR        | PANTAR EAST          | Purely ES                    | 0.45                      |
| 4407 | ES    | 127171    | Sigayan Adil PS                                  | Region X | Lanao del Norte | Pantar                                | PANTAR        | PANTAO-RANAO         | Purely ES                    | 0.43                      |
| 4408 | ES    | 127172    | Tambo-Cadayanon ES                               | Region X | Lanao del Norte | Pantar                                | PANTAR        | CADAYANON            | Purely ES                    | 0.39                      |
| 4409 | ES    | 127173    | Tawanon PS                                       | Region X | Lanao del Norte | Pantar                                | PANTAR        | PANTAR EAST          | Purely ES                    | 0.37                      |
| 4410 | ES    | 127130    | Daramba PS                                       | Region X | Lanao del Norte | Poonapiagapo                          | POONA PIAGAPO | DARAMBA              | Purely ES                    | 0.37                      |
| 4411 | ES    | 127134    | Mamarinta Elem. School                           | Region X | Lanao del Norte | Poonapiagapo                          | POONA PIAGAPO | PENDOLONAN           | Purely ES                    | 0.33                      |
| 4412 | ES    | 127137    | Nunung PS                                        | Region X | Lanao del Norte | Poonapiagapo                          | POONA PIAGAPO | NUNANG               | Purely ES                    | 0.33                      |
| 4413 | ES    | 127138    | Nunungun PS                                      | Region X | Lanao del Norte | Poonapiagapo                          | POONA PIAGAPO | NUNUNGAN             | Purely ES                    | 0.37                      |
| 4414 | ES    | 127140    | Pantaon PS                                       | Region X | Lanao del Norte | Poonapiagapo                          | POONA PIAGAPO | PANTAON              | Purely ES                    | 0.35                      |
| 4415 | ES    | 136952    | MALIWANAG PRIMARY SCHOOL                         | Region X | Lanao del Norte | Poonapiagapo                          | POONA PIAGAPO | MALIWANAG            | Purely ES                    | 0.43                      |

## List of Hardship Post Schools

\*Data Source: BEIS SY 2019-2020

| No.  | Level | School ID | School Name                                     | Region   | Division           | District             | Municipality                     | Barangay                 | Modified Curricular Offering | Hardship Index (HI) Score |
|------|-------|-----------|-------------------------------------------------|----------|--------------------|----------------------|----------------------------------|--------------------------|------------------------------|---------------------------|
| 4416 | ES    | 200515    | Sultan Domaub PS                                | Region X | Lanao del Norte    | Poonapiagapo         | POONA PIAGAPO                    | PENED                    | Purely ES                    | 0.36                      |
| 4417 | JHS   | 315104    | Poonapiagapo NHS(Annex Matungao NHS)            | Region X | Lanao del Norte    | Poonapiagapo         | POONA PIAGAPO                    | PENED                    | JHS with SHS                 | 0.34                      |
| 4418 | ES    | 501397    | Poonapiagapo Central Integrated School          | Region X | Lanao del Norte    | Poonapiagapo         | POONA PIAGAPO                    | POBLACION (LUMBACAINGUD) | ES and JHS                   | 0.33                      |
| 4419 | JHS   | 501397    | Poonapiagapo Central Integrated School          | Region X | Lanao del Norte    | Poonapiagapo         | POONA PIAGAPO                    | POBLACION (LUMBACAINGUD) | ES and JHS                   | 0.38                      |
| 4420 | ES    | 127174    | Barandia PS                                     | Region X | Lanao del Norte    | Salvador             | SALVADOR                         | BARANDIA                 | Purely ES                    | 0.33                      |
| 4421 | ES    | 127190    | Baning Elem. School                             | Region X | Lanao del Norte    | Sapad - Nunungan     | SAPAD                            | BANING                   | Purely ES                    | 0.34                      |
| 4422 | ES    | 127192    | Caricum Prim. School                            | Region X | Lanao del Norte    | Sapad - Nunungan     | SAPAD                            | KARKUM                   | Purely ES                    | 0.38                      |
| 4423 | ES    | 127193    | Dansalan PS                                     | Region X | Lanao del Norte    | Sapad - Nunungan     | SAPAD                            | DANSALAN                 | Purely ES                    | 0.41                      |
| 4424 | ES    | 200525    | Dimayon PS                                      | Region X | Lanao del Norte    | Sapad - Nunungan     | NUNUNGAN                         | DIMAYON                  | Purely ES                    | 0.36                      |
| 4425 | ES    | 200527    | Taraka Prim. School                             | Region X | Lanao del Norte    | Sapad - Nunungan     | NUNUNGAN                         | TARAKA                   | Purely ES                    | 0.35                      |
| 4426 | ES    | 200542    | Dansalan Annex PS                               | Region X | Lanao del Norte    | Sapad - Nunungan     | SAPAD                            | DANSALAN                 | Purely ES                    | 0.34                      |
| 4427 | SHS   | 304016    | Nunungan NHS                                    | Region X | Lanao del Norte    | Sapad - Nunungan     | NUNUNGAN                         | RABAN                    | JHS with SHS                 | 0.34                      |
| 4428 | JHS   | 501600    | Masibay Integrated School                       | Region X | Lanao del Norte    | Sapad - Nunungan     | NUNUNGAN                         | MASIBAY                  | ES and JHS                   | 0.42                      |
| 4429 | ES    | 127037    | TANTAON PRIMARY SCHOOL                          | Region X | Lanao del Norte    | Sultan Naga Dimaporo | SULTAN NAGA DIMAPORO (KAROMATAN) | TANTAON                  | Purely ES                    | 0.42                      |
| 4430 | ES    | 136951    | KAUSWAGAN ELEMENTARY SCHOOL                     | Region X | Lanao del Norte    | Sultan Naga Dimaporo | SULTAN NAGA DIMAPORO (KAROMATAN) | KAUSWAGAN                | Purely ES                    | 0.38                      |
| 4431 | SHS   | 500691    | Sultan Naga Dimaporo Memorial Integrated School | Region X | Lanao del Norte    | Sultan Naga Dimaporo | SULTAN NAGA DIMAPORO (KAROMATAN) | POBLACION                | All Offering                 | 0.33                      |
| 4432 | JHS   | 501390    | Mabuhay Integrated School                       | Region X | Lanao del Norte    | Sultan Naga Dimaporo | SULTAN NAGA DIMAPORO (KAROMATAN) | MABUHAY                  | ES and JHS                   | 0.35                      |
| 4433 | ES    | 200543    | Malimbato Primary School                        | Region X | Lanao del Norte    | Tagoloan             | TAGOLAN                          | MALIMBATO                | Purely ES                    | 0.36                      |
| 4434 | JHS   | 501395    | Kiasar Integrated School                        | Region X | Lanao del Norte    | Tagoloan             | TAGOLAN                          | KIAZAR (POB.)            | ES and JHS                   | 0.35                      |
| 4435 | ES    | 501433    | Tumple Integrated School                        | Region X | Lanao del Norte    | Tagoloan             | TAGOLAN                          | PANALAWAN                | ES and JHS                   | 0.34                      |
| 4436 | JHS   | 501433    | Tumple Integrated School                        | Region X | Lanao del Norte    | Tagoloan             | TAGOLAN                          | PANALAWAN                | ES and JHS                   | 0.34                      |
| 4437 | ES    | 127051    | Banisilon Central Elementary School             | Region X | Lanao del Norte    | Tangkal              | TANGCAL                          | POBLACION                | Purely ES                    | 0.36                      |
| 4438 | ES    | 127061    | Somiorang PS                                    | Region X | Lanao del Norte    | Tangkal              | TANGCAL                          | SOMIORANG                | Purely ES                    | 0.39                      |
| 4439 | ES    | 136948    | SULTAN MIMBISA LOMABAO PRIMARY SCHOOL           | Region X | Lanao del Norte    | Tangkal              | TANGCAL                          | SMALL BANISILON          | Purely ES                    | 0.46                      |
| 4440 | ES    | 136949    | SULTAN LINDONGAN PRIMARY SCHOOL                 | Region X | Lanao del Norte    | Tangkal              | TANGCAL                          | LINDONGAN                | Purely ES                    | 0.46                      |
| 4441 | ES    | 136950    | BAYABAO PRIMARY SCHOOL                          | Region X | Lanao del Norte    | Tangkal              | TANGCAL                          | BAYABAO                  | Purely ES                    | 0.46                      |
| 4442 | ES    | 200533    | Beruar Elementary School                        | Region X | Lanao del Norte    | Tangkal              | TANGCAL                          | BERUAR                   | Purely ES                    | 0.34                      |
| 4443 | JHS   | 501599    | Big Banisilon Integrated School                 | Region X | Lanao del Norte    | Tangkal              | TANGCAL                          | BIG BANISILON            | ES and JHS                   | 0.33                      |
| 4444 | ES    | 501602    | Pelingkingan Integrated School                  | Region X | Lanao del Norte    | Tangkal              | TANGCAL                          | PELINGKINGAN             | ES and JHS                   | 0.35                      |
| 4445 | JHS   | 501602    | Pelingkingan Integrated School                  | Region X | Lanao del Norte    | Tangkal              | TANGCAL                          | PELINGKINGAN             | ES and JHS                   | 0.35                      |
| 4446 | ES    | 127264    | Roxas ES                                        | Region X | Misamis Occidental | Aloran               | ALORAN                           | ROXAS                    | Purely ES                    | 0.5                       |
| 4447 | ES    | 127265    | San Pedro ES                                    | Region X | Misamis Occidental | Aloran               | ALORAN                           | SAN PEDRO                | Purely ES                    | 0.39                      |
| 4448 | ES    | 127281    | Naburos ES                                      | Region X | Misamis Occidental | Baliangao            | BALIANGAO                        | NABUROS                  | Purely ES                    | 0.33                      |
| 4449 | ES    | 127307    | Migsale ES                                      | Region X | Misamis Occidental | Bonifacio            | BONIFACIO                        | MAPUROG (MIGSALE)        | Purely ES                    | 0.35                      |
| 4450 | JHS   | 305578    | Pisaan National High School                     | Region X | Misamis Occidental | Bonifacio East       | BONIFACIO                        | PISA-AN                  | JHS with SHS                 | 0.35                      |
| 4451 | ES    | 127295    | Durias Elementary School                        | Region X | Misamis Occidental | Bonifacio West       | BONIFACIO                        | BOLINSONG                | Purely ES                    | 0.49                      |



Republic of the Philippines  
**Department of Education**  
Region X  
Schools Division of Lanao del Norte

Date: \_\_\_\_\_

### Certification

This is to certify that **Juan Delacruz Elementary School** of **XXXXXX District** is a Pure Multigrade School with \_\_\_\_ number of teachers and school head.

This is to certify further that the following are eligible for the provision of Special Hardship Allowance (SHA) to wit:

\_\_\_\_\_ 2025

| No. | Name | Position | Contact No. | Grade Level Handled |
|-----|------|----------|-------------|---------------------|
|     |      |          |             |                     |
|     |      |          |             |                     |
|     |      |          |             |                     |
|     |      |          |             |                     |
|     |      |          |             |                     |

\_\_\_\_\_  
School Head

**Conformed:**

\_\_\_\_\_  
PSDS/ DIC

**Certified True and Correct:**

\_\_\_\_\_  
Planning Officer



Address: Pigcarangan, Tubod, Lanao del Norte  
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Website: <https://depedldn.com>

Department of Education

**LIST OF ALS TEACHERS FOR SPECIAL HARSHIP ALLOWANCE (SHA)**

For the Month of \_\_\_\_\_

| No.             | District | School ID<br>(must be a 6-digit number) | School Name<br>(class site) | Name<br>(Surname, First Name Middle Name) | Position Title | DepEd<br>Employee ID<br>(must be a 7-digit number) | Tax Identification<br>Number |
|-----------------|----------|-----------------------------------------|-----------------------------|-------------------------------------------|----------------|----------------------------------------------------|------------------------------|
| 1               |          |                                         |                             |                                           |                |                                                    |                              |
| 2               |          |                                         |                             |                                           |                |                                                    |                              |
| 3               |          |                                         |                             |                                           |                |                                                    |                              |
| 4               |          |                                         |                             |                                           |                |                                                    |                              |
| 5               |          |                                         |                             |                                           |                |                                                    |                              |
| 6               |          |                                         |                             |                                           |                |                                                    |                              |
| 7               |          |                                         |                             |                                           |                |                                                    |                              |
| 8               |          |                                         |                             |                                           |                |                                                    |                              |
| 9               |          |                                         |                             |                                           |                |                                                    |                              |
| 10              |          |                                         |                             |                                           |                |                                                    |                              |
| 11              |          |                                         |                             |                                           |                |                                                    |                              |
| 12              |          |                                         |                             |                                           |                |                                                    |                              |
| 13              |          |                                         |                             |                                           |                |                                                    |                              |
| 14              |          |                                         |                             |                                           |                |                                                    |                              |
| 15              |          |                                         |                             |                                           |                |                                                    |                              |
| 16              |          |                                         |                             |                                           |                |                                                    |                              |
| 17              |          |                                         |                             |                                           |                |                                                    |                              |
| 18              |          |                                         |                             |                                           |                |                                                    |                              |
| NOTHING FOLLOWS |          |                                         |                             |                                           |                |                                                    |                              |

Prepared by: \_\_\_\_\_

Verified by: \_\_\_\_\_