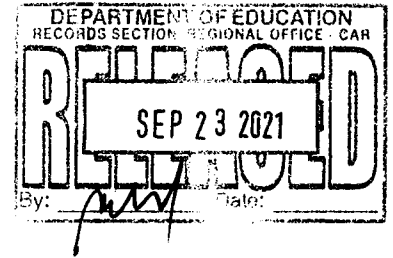




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region



September 23, 2021

REGIONAL MEMORANDUM  
NO. 430.2021

**RELEASE OF ALLOTMENT FOR THE GRANT OF SPECIAL HARDSHIP  
ALLOWANCE TO QUALIFIED PUBLIC SCHOOL TEACHERS**

TO : Schools Division Superintendents  
Division Accountants  
Division Budget Officers  
All Others Concerned

1. The new guidelines for the Provision of Special Hardship Allowance was issued under DepEd Order No. 039 s. 2021 dated September 22, 2021;
2. Item 3.e. of the DepEd Order states that SDO-Personnel Unit in coordination with the SDO-Finance Unit shall submit a funding request to the Regional Office-Finance Division with the list of eligible personnel and the estimated 10-month funding requirement during the 1<sup>st</sup> Quarter of the Fiscal Year.
3. In this connection, Schools Division Offices are advised to submit their FY 2021 Special Hardship Allowance actual funding requirement to the Regional Office- Finance Division on or before September 30, 2021.
4. The release will be based on the submitted actual funding requirement. However, if the Regional Lumpsum Allocation for the Special Hardship Allowance is not sufficient to cover the total actual funding requirement of all SDOs, then the release will be prorated per actual funding of each SDOs.
5. The regional office will issue the Sub-AROs and the corresponding Notice of Transfer Allocation (NTA) for the purpose.
6. For compliance.

  
ESTELA L. CARIÑO EdD, CESO III  
Director IV/Regional Director

SGT/clp

