



REPUBLIKANG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
U.I.L. Complex, Megalco Avenue
Paranaque, Metro Manila

November 6, 1997

TANGGAPAN NG KALIRIM
(OFFICE OF THE SECRETARY)

DECS ORDER
No. 91, s. 1997

**SPECIAL HARDSHIP ALLOWANCE FOR MULTIGRADE TEACHERS
(SHA-MGT)**

To: Bureau Directors, Regional Directors
School Superintendents, Principals of Public Schools
All Others Concerned

1. Special Provision No. 2 of the General Appropriations Act of 1996 concerning Special Hardship Allowance, states that "The amount therein appropriated shall be used to pay the allowance of teachers exposed to hardship or extreme difficulty in the place of work and to teachers assigned in handle multigrade classes as determined by the Secretary of the Department of Education, Culture and Sports; PROVIDED, That the amount of the allowance shall preclude entitlement to hazard pay authorized under Section 40 of the General Provisions of this Act; PROVIDED, FINALLY, That such allowance shall not exceed 25% of the basic pay."

2. A Multigrade Teacher (MGT) is hereby defined as public school teacher handling a class of two or more grades.

3. MGTs who meet the qualifications for availing of the Hardship Allowance in accordance with DECS Order No. 33, s. 1996, shall be paid under said Order while those who are not qualified shall be paid the Special Hardship Allowance for handling MG classes at a fixed monthly rate stipulated below. A MGT is entitled to one scheme only.

MGTs handling classes of two grades	P 150.00
MGTs handling classes of 3 grades	= 200.00
MGTs handling classes of 4 or more grades	= 300.00

4. This Special Hardship Allowances will be withdrawn as soon as MGT transfers to a single grade class or when a multigrade class is converted to single grade due to increase in enrollment and the subsequent assignment of an additional teacher.

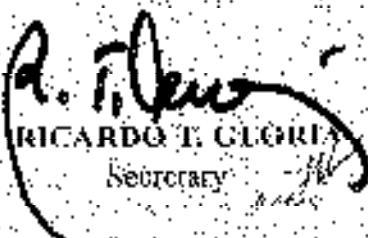
R.F.J.

5. Certification as to qualified teachers shall be submitted to the regional director by the division superintendent concerned using the prescribed form, sample attached; as basis for payment. Funds shall be self-allocated and cash allocations obtained through the usual procedures, after verification, determination and submission of required amounts by the regional office or the division office. Fund source is a nationwide lump sum appropriation, release of which is subject to submission of a special budget to DPMI, unlike salaries which is released on a regular basis. Erroneous or fraudulent payment shall be subject to sanctions and penalties in accordance with existing laws, rules and regulations.

6. Accrual of this allowance shall start with school year 1997-1998 and covers the period a teacher is assigned to teach a multigrade class.

7. Henceforth, all regions shall ensure that funds for the purpose of this Order are included in their budget.

8. This Order shall take effect immediately.



RICARDO T. CLORITO
Secretary

Incl.: As stated

Reference: DECS Order No. 73, s. 1996

Allotment 1—(D.O. 50-97)

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

ALLOWANCE
TEACHERS

**SPECIE HARDSHIP ALLOWANCE
FOR MULTI-GRADE TEACHERS**

Sample Report

Reference No.	Place of Assignment	Position Title	Name of Teacher	Basic Salary Rate	School Division	School	Class Type	Cluster	Days for the Month	HARDSHIP ALLOWANCE	
										Total Class Days	No. of Days Present
2	3	4	5	6	7	8	9	10	11	12	

NOTED

CERTIFIED CORRECT

Schools Division Superintendent

Regional Director