
	Republic of the Philippines Department of Education Region III – Central Luzon SCHOOLS DIVISION OFFICE OF PAMPANGA High School Blvd. Brgy. Lourdes, City of San Fernando		Document Code: SDOPAMP-QF-OSDS - 002 Revision: 00 Effectivity date: 05-08-18
	DIVISION MEMO. NO. <u>514</u>, S. 2018		Name of Office: OSDS

TO : Division Chiefs/ Education Program Supervisors/ District Supervisors/SEPSs/Unit Heads/ EPSs II/School Heads of Elementary and Secondary Schools/OICs/Others concerned

FROM : The Office of the Schools Division Superintendent

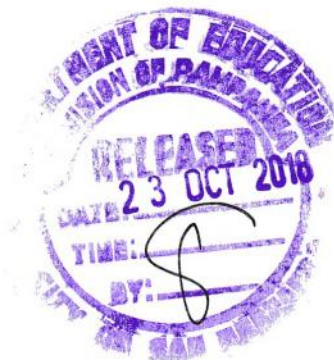
SUBJECT: DATA GATHERING ON THE NUMBER OF DEPED EMPLOYEES WITH DISABILITY CY 2018

DATE : October 23, 2018

1. For the information and guidance of all concerned, this Office hereby disseminates the herein copy of the Memorandum from Undersecretary Victoria L.M. Catibog, Deped, Finance-Disbursements and Accounting, dated September 17, 2018, regarding the **Data Gathering on the Number of DepEd Employees with Disability**, hereto attached.
2. It is requested that the attached **survey form (Annex A)** be accomplished to concerned DepEd employees with disability in your respective school and advise them to complete the said form that will serve as baseline data in the policy development for PWDs.
3. Please take note that the deadline of the submission of the survey form is on **October 29, 2018** at the Personnel Section.
4. Immediate dissemination and 100% compliance of this Memorandum is enjoined.

LEONARDO D. ZAPANTA, Ed. D, CESO VI
 Schools Division Superintendent


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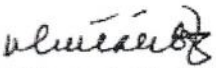
Republic of the Philippines
Department of Education

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Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary
Finance – Disbursements and Accounting

MEMORANDUM

TO : Undersecretaries
Assistant Secretaries
Bureau/Service Directors
Regional Directors
Schools Division Superintendents
Division Chiefs/Unit Heads in DepEd Central Office
All Others Concerned

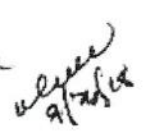
FROM : 
VICTORIA L.M. CATIBOG
Undersecretary for Finance & Disbursements and Accounting

SUBJECT : **DATA GATHERING ON THE NUMBER OF DepEd EMPLOYEES WITH DISABILITY**

DATE : 17 September 2018

1. The Department of Education, thru the Bureau of Human Resource and Organizational Development (BHRD) supports the implementation of Republic Act 10524 also known as "An Act Expanding the Positions Reserved for Persons with Disability, Amending for the Purpose Republic Act No. 7277 as Amended, Otherwise Known as the Magna Carta for Persons with Disability", which requires 1% of the government workforce to be PWDs, among many others.
2. The Asia Foundation (TAF) through Coalitions for Change in partnership with the Australian Embassy in the Philippines is currently collaborating with BHRD to develop department policies that embraces inclusivity, aligning systems, policies, and practices to its principles in compliance to the aforementioned Republic Act.
3. In view of the foregoing, all concerned DepEd personnel are hereby directed to participate in the nationwide data gathering procedure that will be undertaken by BHRD to determine the number of personnel with disability currently employed by the Department, by accurately completing the herein attached survey form or Annex A: Survey for Employees with Disability.
4. Submission of the aforesaid survey forms by **bureau/service/regional office** (no individual submission will be accepted) shall be addressed to Dir. Ma. Lourdes D. Pantoja, Director IV of the Bureau of Human Resource and Organizational Development **on or before October 15, 2018**. Rest assured that all information submitted shall be treated with utmost confidentiality whereby only authorized DepEd personnel shall have access to all personal information collected which will be stored in a database in accordance with government policies, rules, regulations, and guidelines.
5. Your wholehearted cooperation for this endeavor is hereby enjoined.

BHRD-PD/abby


9/20/18

Annex A: Survey for Employees with Disability

This survey is being conducted in aid of policy development. The Department of Education, through the Bureau of Human Resource and Organizational Development (BHROD), in partnership with The Asia Foundation is currently conducting an analysis of current policies, systems, and practices that support or impede performance and growth of employees with disabilities. Your answers to the questions below will help determine the need for policies and systems, and how such should be framed and formulated. Thank you for your participation.

I. Profile of Respondents

Name			
Position			
Status of Employment	<input type="checkbox"/> Regular/Permanent <input type="checkbox"/> On probation <input type="checkbox"/> Job Order/ Contract of Service		
Years in DepEd Service	<input type="checkbox"/> 0 to 5 years <input type="checkbox"/> > 5 to 10 years <input type="checkbox"/> > 10 to 15 years	<input type="checkbox"/> > 15 to 20 years <input type="checkbox"/> > than 20 years	
DepEd Office	<input type="checkbox"/> Central Office Specific Unit: _____		
	<input type="checkbox"/> Regional Office: _____ Specific Unit: _____		
	<input type="checkbox"/> Schools Division: _____ Region: _____ Specific Unit: _____		
	<input type="checkbox"/> School: _____ Region: _____ Schools Division: _____		

II. Type of Disability. These questions ask about difficulties you may have doing certain activities because of a health problem. ¹ Encircle the corresponding letter of your answer.

Questions	Responses			
	No – no difficulty	Yes – Some difficulty	Yes – A lot of difficulty	Cannot do at all
1. Do you have difficulty seeing, even if wearing glasses?	a	b	c	d
2. Do you have difficulty hearing, even if using hearing aid?	a	b	c	d
3. Do you have difficulty walking or climbing steps?	a	b	c	d
4. Do you have difficulty remembering or concentrating?	a	b	c	d

used 9/20/18

¹ Census questions on disability endorsed by Washington Group, combined with WHO Model Disability Survey