



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



OFFICE MEMO

To:

Public Schools District Supervisors
Secondary Schools Head
District Officer in Charge
All other Concerned
This Division

October 04, 2018
DEPARTMENT OF EDUCATION
DIVISION OF ZAMBO. DEL NORTE
DIPOLONG CITY, 7100

RELEASED

OCT 05 2018
NAME / SIGNATURE
DATE

Enclosed is Unnumbered DepED Memorandum subject of which **"Status Data Gathering on the Number of DepED Employees with Disability"** dated September 17, 2018 from DepED Undersecretary Victoria L. M. Catibog, for information and compliance.

Dissemination on the contents of this letter is hereby enjoined.

Very truly yours,

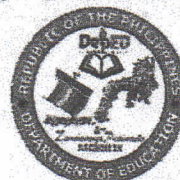
PEDRO MELCHOR M. NATIVIDAD, CSEE
Schools Division Superintendent



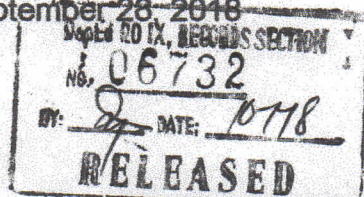
Republic of the Philippines
DEPARTMENT OF EDUCATION
Regional Office IX, Zamboanga Peninsula
Airport Road, Tiguma, Pagadian City

RECEIVED

OCT 02 2018



September 28, 2018



To: Schools Division Superintendents
This Region

Enclosed is Unnumbered DepED Memorandum subject of which **"Status Data Gathering on the Number of DepED Employees with Disability"** dated September 17, 2018 from DepED Undersecretary Victoria L. M. Catibog , for information and compliance.

For the Regional Director:


CRISOLOGO L. SINGSON
Chief Administrative Officer

Incl.: as stated

/rjt



Republic of the Philippines
Department of Education

14076

Tanggapan ng Pangalawang Katihim
Office of the Undersecretary
Finance - Disbursements and Accounting

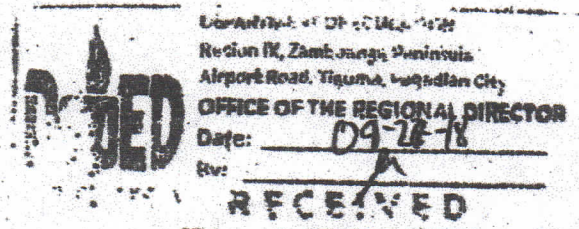
MEMORANDUM

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*
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 (BHRDO) 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 BHRDO 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 BHRDO 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 Dr. 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 expected.

BHRDO-001/2018

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 (BHRD), 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

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

Questions	Response			
	No - no difficulty	Yes - Some difficulty	Yes - A lot of difficulty	Cannot do at all
5. Do you have difficulty (with self care such as) washing all over or dressing?	a	b	c	d
6. Using your usual (customary) language, do you have difficulty communicating, for example, understanding or being understood?	a	b	c	d
7. Do you have difficulty sleeping because of your health?	a	b	c	d
8. Do you have difficulty doing household tasks because of your health?	a	b	c	d
9. Because of your health, do you have difficulty joining community activities such as recreation, religious and other activities?	a	b	c	d
10. How much difficulty do you have with feeling sad, low, worried or anxious because of your health?	a	b	c	d
11. Do you have difficulty getting along with people close to you including your friends and families because of your health?	a	b	c	d

III. Assistive Device: Do you currently use any of these assistive devices? Encircle as many as appropriate.

1. None	10. Tricycles
2. Canes or Sticks	11. Walking frames or walkers
3. Crutches, axillary or elbow	12. Wheelchairs
4. Ortheses, lower limb or upper limb or spinal	13. Spectacles: low vision, short distance, long distance, bifocal and protection
5. Pressure relief cushions	14. Vision cane
6. Prostheses, lower limb	15. Hearing Aid
7. Rollators	16. Others _____
8. Standing frames, adjustable	
9. Therapeutic footwear, diabetic, neuropathic, orthopedic	

Thank you for your participation.