



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

OFFICE ORDER

No. 469, s. 2024

ATTY. KIM R. TAGORDA

Administrative Officer V
SDO Vigan City

DESIGNATION ORDER

In view of the official travel of the undersigned to attend the 51st Founding Anniversary and 2024 Lifelong Learning for Leadership Congress at Philippine International Convention Center, Pasay City, you are hereby designated as the Officer-In-Charge of the Schools Division Office on **November 4-5, 2024.**

You shall act only on routine matters not needing any disbursement of funds and personnel actions not needing the discretion of the undersigned.

Please be guided accordingly.

VILMA D. EDA, CESO V
Schools Division Superintendent



Copy furnished:

- Office of the Schools Division Superintendent
- Office of the Assistant Schools Division Superintendent
- Chief Education Supervisor – CID & SGOD
- School Heads
- 201- Atty. K. Tagorda

