



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

Office of the Schools Division Superintendent

OFFICE ORDER

No. 503, s. 2024

Mr. Sherelyn Riodil

Administrative Officer IV (Records)  
School Division Office  
Vigan City

Designation Order

In view of the official travel of **Mrs. Greatest Yeng Molina**, Administrative Office IV (Personnel), you are hereby designated as Officer-In-Charge of the Office of the AO IV (Personnel) on **November 26 – 28, 2024**.

You shall perform the duties and responsibilities attached to your designation and such other related functions as may be assigned.

This designation will not entitle you to additional remuneration and preferential attention to future promotion.

Please be guided accordingly.

*Vilma D. Eda*  
**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 – S. Riodil



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