



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

Office of the Schools Division Superintendent

OFFICE ORDER

No. 99, s. 2025

Mr. Mark Allen Sinogo
Administrative Officer IV (Supply)
School Division Office
Vigan City

Designation Order

In view of the leave of absence of **Ms. Greatest Yeng Molina**, Administrative Office IV (Personnel), you are hereby designated as Officer-In-Charge of the Office of the AO IV (Personnel) on **March 05 & 24 – 26, 2025**.

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.

[Signature]
VILMA D. EDA, CESO V
Schools Division Superintendent

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
05 MAR 2025
RELEASED
BY: *[Signature]*

Copy Furnished:

- Office of the Schools Division Superintendent
- Office of the Assistant Schools Division Superintendent
- Chief Education Supervisor – CID & SGOD
- School Heads
- 201 – M. Sinogo



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
Telephone No: (077) 722-20-23 / (077) 632-05-33
Email Address: vigan.city@deped.gov.ph
Website: www.depedvigancity.com

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