



1208-601

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

**DIVISION MEMORANDUM**

No. 521, s.2025

**RESCHEDULING PARTICIPATION IN THE SEARCH FOR  
OUTSTANDING DISTRICT FIELD ADVISER (ODFA)**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, SGOD  
School Head (VNHSW)  
All Others Concerned

1. Pursuant to Council Circular No. 13, s. 2025, and in reference to Council Circular No. 9, s. 2025 and Advisory No. 100, s. 2025 of the Schools Division of Ilocos Sur, this Office informs all concerned of the rescheduling of the participation of Ms. Emily Pigao, Teacher III and Troop Leader of Vigan National High School West, in the Search for Outstanding Troop Leader, under the supports of the Girl Scouts of the Philippines (GSP) Ilocos Sur Council.
2. Ms. Pigao was earlier selected to represent the Division in the said search originally set on July 25–26, 2025. However, due to the effects of Typhoon Emong, the event has been postponed. The new schedule is on August 8–9, 2025, to be held at the Ating Tahanan National Program and Training Center (NPTC), Baguio City.
3. In this regard, Ms. Pigao is hereby authorized to attend the said activity on official time. Furthermore, she may be granted service credits subject to the usual accounting and auditing rules and regulations.
4. Attached is the Council Circular No. 13 for reference.
5. For the information, guidance, and compliance of all concerned.



**VILMA D. EDA, CESO V**  
Schools Division Superintendent



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2025-001



**SCOUTS OF THE PHILIPPINES**  
**Northern Luzon Region**  
**Ilocos Sur Council**

SCHOOLS DIVISION OFFICE  
DEPED VIGAN CITY  
06 AUG 2025  
**RECEIVED**  
BY: *9967*

**Council Circular No. 13**  
**Series of 2025**

**TO :** DIVISION GS COORDINATORS  
DISTRICT COMMISSIONERS  
INSTITUTIONAL COMMISSIONERS

**FROM:** COUNCIL PRESIDENT

**RE :** **RESCHEDULING OF PARTICIPATION IN THE SEARCH FOR  
OUTSTANDING DISTRICT FIELD ADVISER (ODFA)**

**DATE :** August 5, 2025

Pursuant to Council Circular No. 9, s. 2025 and in line with Advisory No. 100, s. 2025 of the Schools Division of Ilocos Sur, this is to inform all concerned that the participation of **Ms. Emily Pigao** of Vigan National High School West, who has been selected to represent the GSP Ilocos Sur Council in the Search for Outstanding Troop Leader, originally scheduled on July 25–26, 2025, has been postponed due to Typhoon Emong.

The new schedule for the said activity is on **August 8–9, 2025**, to be held at Ating Tahanan National Program and Training Center (NPTC), Baguio City.

In this regard, may we request that she be allowed to attend this evaluation on official time and be granted service credits. This circular also serves as her official travel order.

*[Signature]*  
**EVA MARIE S. MEDINA**  
Council President

Approved:

**VILMA D. EDA, CESO V**  
Schools Division Superintendent  
& GS Commissioner on Administration