



2508-1871

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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 576, s. 2025

KAMUSTAHAN WITH ADMINISTRATIVE OFFICER II PERSONNEL

TO: Public Elementary & Secondary School Heads
Administrative Officer IV – ISNHS
Administrative Officers IV SDO
Administrative Officers in the Schools

1. To establish sustained open communication and engagement with personnel in the field, the Schools Division of Vigan City shall conduct Kamustahan with Administrative Officer II Personnel and Administrative Officers IV SDO and ISNHS on August 20, 2025 at 3:00 P.M. at the SDO Mini Conference Hall.
2. The agenda of the meeting will be the following:
 - a) Validation of MOV's for Medical Allowance;
 - b) Other matters
3. This Memorandum serves as their **Locator Slip**.
4. Widest dissemination of this memorandum is desired.

Amo & B...
f **VILMA D. EDA, CESO V**
Schools Division Superintendent



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@depd.gov.ph
Website: www.depdevigan.city

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