



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

**Office of the Schools Division Superintendent**

**OFFICE ORDER**

No. 416, s. 2025

**ATTY. KIM R. TAGORDA**

Administrative Officer V  
 SDO Vigan City

**DESIGNATION ORDER**

In view of the official travel of the undersigned to attend the Capacity Building of Core and Division Trainers on the Academic Recovery and Accessible Learning (ARAL) Program at Cebu City, you are hereby designated as the Officer-In-Charge of the Schools Division Office on **August 18-21, 2025**.

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

SCHOOLS DIVISION OFFICE  
 DEPED VIGAN CITY  
 12 AUG 2025  
**RELEASED**  
 BY: \_\_\_\_\_

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



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