



2009-2418

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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 736, 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
Division Usherettes

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 September 30, 2025 at 3:00 P.M. at the SDO Conference Hall.
2. The agenda of the meeting will be the following:
 - a) Final briefing for the Loyalty Awarding;
 - b) Other matters
3. This Memorandum serves as their **Locator Slip**.
4. Widest dissemination of this memorandum is desired.



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



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