



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

Office of the Schools Division Superintendent

OFFICE ORDER

No. 541, s. 2025

Ms. Nicole E. Arce
Administrative Officer II
Tamag Elementary School

Designation Order

In view of the official business of **Ms. Leticia A. Pugrad**, School Principal I of Tamag Elementary School, you are hereby designated as Officer-in-Charge of Tamag Elementary School on **September 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.

Issued this 26th day of September, 2025.

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



Copy Furnished:

Office of the Schools Division Superintendent
Office of the Assistant Schools Division Superintendent
Chief Education Supervisor – CID & SGOD
School Heads
201 – N. Arce

