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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 838, s. 2025

KAMUSTAHAN WITH ADMINISTRATIVE PERSONNEL

TO: Administrative Officer IV – ISNHS
Administrative Aide 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 Personnel on November 05, 2025, 2:00 P.M. at the SDO Mini Conference Hall.
2. The agenda of the meeting will be the following:
 - a) City Meet 2025;
 - b) Career Progression;
 - c) Other matters
3. This Memorandum serves as their **Locator Slip**.
4. Widest dissemination of this memorandum is desired.


VILMA D. EDA, CESO V
Schools Division Superintendent



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