



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 923, s.2025

**DISTRIBUTION SCHEDULE OF PERFORMANCE BASED BONUS 2023 FOR
SCHOOL BASED PERSONNEL**

To: Assistant Schools Division Superintendent
Public Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel
All Others Concerned

1. In compliance with Memorandum Circular No. 2023-1 on the grant of the FY 2023 PBB, please be informed that the performance-based bonus for eligible teaching and non-teaching personnel in schools will be released on November 27-28, 2025 at the Cashier's Office, SDO Vigan City, through cash payment.
2. The performance-based bonus for all eligible teaching and non-teaching personnel in schools will be released through cash on November 27-28, 2025 at the Cashier's Office, SDO Vigan City, following the schedule below:

SCHOOL/OFFICE	TIME
BULALA-PARATONG ELEMENTARY SCHOOL	November 27, 2025 2:00PM - 2:45PM
GOV. EVARISTO SINGSON II MEMORIAL SCHOOL	
MINDORO ELEMENTARY SCHOOL	November 27, 2025 2:45PM-3:30PM
SALINDEG, PONG-OL, BARRACA ELEMENTARY SCHOOL	
TAMAG ELEMENTARY SCHOOL	November 27, 2025 3:30PM-4:15PM
VIGAN CENTRAL SCHOOL	
AYUSAN-PAOA ELEMENTARY SCHOOL	November 27, 2025 4:15PM-5:00PM
BURGOS MEMORIAL SCHOOL WEST	
CAPANGPANGAN ELEMENTARY SCHOOL	November 28, 2025 8:30AM-9:15AM
JOSE SINGSON ELEMENTARY SCHOOL	
PANTAY INTEGRATED SCHOOL	
SAN JULIAN ELEMENTARY SCHOOL	November 28, 2025 9:15AM-10:00AM
BURGOS MEMORIAL SCHOOL EAST	
CABAROAN-CABALANGEGAN ELEMENTARY SCHOOL	November 28, 2025 10:00AM-10:45AM
CAMANGAN ELEMENTARY SCHOOL	



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
Telephone No: (077) 722-20-23 / (077) 632-05-33
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NAGSANGALAN ELEMENTARY SCHOOL	November 28, 2025 10:45AM-11:30AM
RAOIS ELEMENTARY SCHOOL	1:00PM-1:45PM
RUGSUANAN-PUROC ELEMENTARY SCHOOL	
VNHS East (JHS)	1:45PM-2:30PM
VNHS West (JHS)	
SENIOR HIGH SCHOOL	2:30PM-3:30PM

- All personnel are requested to **strictly follow** their assigned schedule to avoid unnecessary queuing. However, those with scheduled classes during their designated time may claim their PBB during their **vacant period**.
- For your information, guidance and compliance.

VILMA D. EDA, CESO V
Schools Division Superintendent



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