



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

**Office of the Schools Division Superintendent**

**OFFICE ORDER**

No. 645, s. 2025

**ANNIE D. PAGDILAO, EdD, CESO VI**  
Assistant Schools Division Superintendent  
SDO Vigan City

**DESIGNATION ORDER**

In view of the official travel of the undersigned to attend the Fiscal Year 2025 Department of Education Classroom Summit at SMX Clark Pampanga, you are hereby designated as the Officer-In-Charge of the Schools Division Office on **November 19-20, 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



Copy furnished:

Office of the Schools Division Superintendent  
Office of the Assistant Schools Division Superintendent  
Chief Education Supervisor – CID & SGOD  
School Heads  
201- A. Pagdilao



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