



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

Office of the Schools Division Superintendent

OFFICE ORDER

No. 600, s. 2025

Ms. Grace Formoso

Administrative Officer II
Mindoro Elementary School

Designation Order

In view of the leave of absence of **Ms. Azenith A. Ramos**, School Principal I of Mindoro Elementary School, you are hereby designated as Officer-in-Charge of Mindoro Elementary School on **November 24, 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 24th day of September, 2025.

for: 
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 – G. Formoso



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