



DTS:2601-746

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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 39, s.2026

22 YEARS OF SERVICE AND DEDICATION: DEPED VIGAN FOUNDING CELEBRATION

To: Assistant Schools Division Superintendent
Chief Education Supervisors
School Heads/ OIC of Public Elementary and Secondary Schools
Section and Unit Heads
Teaching and Non-Teaching Personnel

1. Republic Act No. 8988 elevated Vigan into a City, ratified through a plebiscite held on January 22, 2001. This landmark legislation paved the way for the creation of the City Schools Division under Section 49, covering all school districts within Vigan City.
2. The Schools Division Office of Vigan City was officially separated from the Department of Education, Province of Ilocos Sur, on January 24, 2004, in accordance with the City Charter of Vigan.
3. In celebration of its 22nd Founding Anniversary, the Division will conduct the following activities:

January 22, 2026 (Thursday)

Mangrove Planting and Yoga Session
Venue: Sabang Boardwalk, Cabugao

- All DepEd vehicles will be utilized for this activity. Personnel with private vehicles are encouraged to bring and use them. All SDO personnel are enjoined to attend.
- **Departure Time: 5:00 AM**
All participants are requested to be at the SDO office 30 minutes before departure.
Coffee / Water in Tumbler
Strictly no plastic is allowed.



Address: Mena Crisologo St, corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
Telephone No: (077) 722-20-23 / (077) 632-05-33
Email Address: vigan.city@deped.gov.ph
Website: www.depedvigan.city



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January 26, 2026 (Monday)

Activities:

SDO Vigan (7:30-8:30 AM)

- Eucharistic Mass
- Blessing of Guard House and Pantry
- Open Division to all Teaching and Non-Teaching Employees
- Wellness Activities -Conference Hall **(1:00-5:00 PM)**
- Blood-Letting Activity-SGOD Office **(1:00-5:00 PM)**

Ilocos Sur Provincial Farmers Livelihood Development Center (10:00AM)

- Oath Taking and Pinning of Honorees
- Onboarding of Newly Hired and Promoted Employees

4. All personnel are encouraged to participate in these activities to celebrate this milestone of our division. Simple snacks will be served at the back of the SDO Main Building (shaded open area) and at the pantry after the Open Division.
5. During the Open Division, each office is requested to prepare their offices to visiting employees.
6. Blood donors are advised to eat breakfast and have at least eight (8) hours of sleep. All personnel who are in good health are encouraged to participate in this voluntary and noble activity.
7. To avoid disruption of essential office operations, each office is requested to ensure a skeletal workforce during the conduct of the activities.
8. Since the activity falls on the Cityhood of Vigan, personnel attending on January 22, 2026, will be granted service credits/compensatory overtime, in accordance with Republic Act No. 9411, DepEd Order No. 53, s. 2003, and CSC-DBM Circular No. 2, s. 2024
9. The program matrix is enclosed for your reference.
10. Wide and immediate dissemination of this memorandum is desired.

VILMA D. FDA, CESO V
Schools Division Superintendent



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PROGRAM MATRIX

I. Title of Training:

22 Years of Service and Dedication: DepEd Vigan Founding Celebration

II. Date of Implementation: January 26, 2026

III. Venue: **Ilocos Sur Provincial Farmers Livelihood Development Center**

Time	Activity	
January 26		
8:00 – 8:30	Blessing of Guard House	Fr. Pao Sambile
8:30-9:30	Holy Mass	
9:30-10:00	Messages	Vilma D. Eda, CESO V Schools Division Superintendent
		Hon. SPM Jay Andia City Councilor In charge of Education
		Hon. Mayor Randy V. Singson City Mayor Vigan City
10:00-10:30	Oath taking & Inspirational Talk	Dr. Tolentino G. Aquino Regional Director Department of Education Regional Office I
10:30-11:00	Pinning of Honorees	RD, Mayor, SPM, SDS, ASDS, SDO Officials and School Heads
11:00-12:00	On boarding of Newly Hired and Promoted Employees	
	Leave and Other Personnel Matters	Greatest Yeng C. Molina Administrative Officer IV
	Learner Rights and Protection	Atty. Kim Tagorda Administrative Officer V Division Legal Officer
12:00-1:00	Luncheon	c/o Functional Division
1:00-5:00	Wellness (Massage, Manicure and Pedicure)	Conference Hall

Attire: Modern Filipiniana

Host:

Vincent Jude Rosales
Administrative Assistant III



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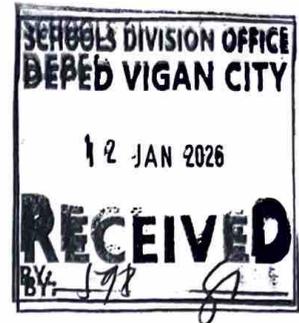
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✓ 2601-756
Red Cross – Ilocos Sur Chapter
Burgos St., Heritage City of Vigan,
Province of Ilocos Sur
Telefax 077.722.2684/0917.542.3796
Email Address: ilocos.sur2@redcross.org.ph
Website: www.redcross.org.ph

January 12, 2026

DR. VILMA D. EDA, CESO V
School Division Superintendent
Department of Education – SDO Vigan City
Vigan City, Ilocos Sur



MAAM:

Greetings in the service of Humanity!

We would like to extend our gratitude for your support in the organization through conducting a **mobile blood donation activity** held in Department of Education, Vigan City, Ilocos Sur last September 29, 2025. We are pleased to inform you that we were able to collect **Eight (8)** units of blood equivalent to **Three thousand six hundred milliliters (3,600 mL)** of blood on that day. Please see attached for more details.

In behalf of many patients who benefited from the life-saving activity, we would like to convey our deepest appreciation to all the blood donors for their generous donations.

Again, thank you and we look forward for your continuous support to the Philippine Red Cross – Ilocos Sur Chapter.

Sincerely Yours,


VERONICA T. TACTAY, RMT
Chapter Administrator



PHILIPPINE RED CROSS
ILOCOS SUR CHAPTER
Heritage City of Vigan
BLOOD SERVICES

CERTIFICATION

This is to certify that **Eight (8)** individuals, equivalent to **Three thousand six hundred milliliters (3,600 mL)** of blood, were successfully bled during the **BLOOD - LETTING ACTIVITY** of **DEPARTMENT OF EDUCATION - VIGAN** held on September 29, 2025 at Vigan City, Ilocos Sur.

Issued this 12th day of January 2026 at PRC – Ilocos Sur Chapter, Burgos St., Vigan City, Ilocos Sur.


VERONICA T. TACTAY, RMT
Chapter Administrator



**THANK YOU,
BLOOD DONORS!**





PHILIPPINE RED CROSS
ILOCOS SUR CHAPTER
Vigan City

BLOOD SERVICES
MOBILE BLOOD DONATION
SEPTEMBER 29, 2025

DEPED VIGAN

Name	Address	Blood Type
1. CABOTAJE, GLORIA	BRGY. IX, VIGAN CITY, ILOCOS SUR	A POSITIVE
2. CAMELLO, VIVIAN R.	PANTAY FATIMA, VIGAN CITY, ILOCOS SUR	A POSITIVE
3. CABRALES, JUDE CHRISTOPHER A.	PUROK A BASSIT, VIGAN CITY, ILOCOS SUR	A POSITIVE
4. SAEM, JOMAR A.	BULALA NORTE, VIGAN CITY, ILOCOS SUR	A POSITIVE
5. AMORIN, ELSIE C.	PAOA, VIGAN CITY, ILOCOS SUR	O POSITIVE
6. RAGUDO, JANE PAULETH A.	MINDORO, VIGAN CITY, ILOCOS SUR	O POSITIVE
7. AZADA, ANALYN ROSE S.	RUGSUANAN, VIGAN CITY, ILOCOS SUR	O POSITIVE
8. RABANG, ROEL R.	PANTAY FATIMA, VIGAN CITY, ILOCOS SUR	AB POSITIVE

**Nothing Follows*

PREPARED BY:

CELENE JOY P. VILLADOS, RMT
Medical Technologist

NOTED BY:

VERONICA T. TACTAY, RMT
Chapter Administrator