



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

Office of the Schools Division Superintendent

OFFICE ORDER

No. 31, s. 2026

ATTY. KIM R. TAGORDA
Administrative Officer V
SDO Vigan City

DESIGNATION ORDER

In view of the official leave of the undersigned, you are hereby designated as the Officer-In-Charge of the Schools Division Office on **January 23, 2026**.

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
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