



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

Office of the Schools Division Superintendent

12 MAY 2026

OFFICE ORDER

No. 175, s. 2026

**Ms. Charmaine A. Ortiz**  
Administrative Officer II  
Rugsuanan-Puroc Elementary School

Designation Order

In view of the leave of absence of **Ms. Lany Q. Corpuz**, School Principal I of Rugsuanan-Puroc Elementary School, you are hereby designated as Officer-In-Charge of Office of the School Principal-Rugsuanan-Puroc Elementary School on **May 04 - 05, 07, & 08, 2026**.

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 04<sup>th</sup> day of May, 2026.

**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 – C. Ortiz



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@depd.gov.ph  
Website: www.depdeviganacity.com

Your Feedback is important to us. Visit this link [bit.ly/SDOViganCityCSM](http://bit.ly/SDOViganCityCSM)

