



2026 - 2023

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

Office of the Schools Division Superintendent

29 JUN 2026

**DIVISION MEMORANDUM**

No. 490, s.2026

**ASSIGNMENT OF DEPED EMPLOYEES AS PROCTORS AND ROOM EXAMINERS  
FOR THE CIVIL SERVICE EXAMINATION ON AUGUST 9, 2026**

To: Office of the Assistant Schools Division Superintendent  
Chiefs of the Division  
School Heads of Elementary and Secondary Schools  
All Sections and Unit Heads  
All Non-Teaching Personnel  
All Others Concerned

1. Pursuant to the letter request from the Civil Service Commission (CSC) Ilocos Sur Field Office, selected DepEd employees are requested to serve as Proctors and Examiners during the conduct of the Civil Service Examination scheduled on August 9, 2026 (Sunday) at Ilocos Sur National High School.
2. In line with this, the following identified teaching and non-teaching personnel are required to attend the orientation on August 4, 2026 (Tuesday), at 8:30 AM at the Ilocos Sur National High School Library:

NAME	POSITION
1. Elsie C. Amorin	Education Program Supervisor
2. Susiemar M. Rapisura	Education Program Supervisor
3. Mary Joy Suero	Administrative Officer V
4. Gloria P. Cabotaje	Planning Officer III
5. Clarito A. Siababa	Education Program Supervisor
6. Edgar L. Pescador	Education Program Supervisor
7. Greatest Yeng C. Molina	Administrative Officer IV
8. Jermaine A. Siababa	Master Teacher I (CAPES)
9. Marites P. Iniba	Master Teacher II (VNHSE)
10. Maria Bernadette Sarmiento	Administrative Officer IV
11. Mark Linn T. Ricotoso	Project Development Officer I
12. Katrine Anne R. Arce	Administrative Officer II
13. Reymalin T. Llanes	Administrative Officer II
14. Shereilyn Riodil	Administrative Officer IV
15. Daisy Ancheta	Administrative Officer V

3. This may serve as a locator slip of the identified participants.
4. Immediate dissemination and strict compliance to this memorandum is desired.

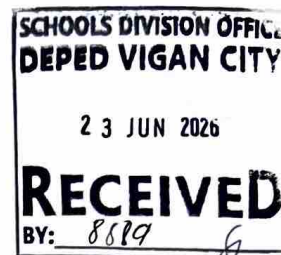
SCHOOLS DIVISION OFFICE  
DEPED VIGAN CITY  
29 JUN 2026  
**RELEASED**  
BY:

**VILMA D. EDA, CESO V**  
Schools Division Superintendent

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.depedviganacity.com

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





June 22, 2026

**Supt. Vilma D. Eda, CESO V**  
Schools Division Superintendent  
DepEd-Vigan City Division  
Vigan City, Ilocos Sur

Dear Supt. Eda:

Public Service Greetings!

We would like to inform you that this Office will again conduct the Career Service Examination-Pen and Paper Test, Professional and Sub-Professional Levels on August 09, 2026, Sunday, 6:00 AM-12:00 Noon. A total of One Thousand Six Hundred Fifty (1,650) examinees will take the examination for the Professional and Sub-Professional levels.

Moreover, may we request the services of the following number of competent, capable, interested and willing personnel, both teaching and non-teaching, who will undergo the briefing/orientation of examination personnel to serve as test administrators on **August 04, 2026 at 9:00 o'clock in the morning at ISNHS Library:**

Supervising/Room Examiners/Proctors - 15

We strongly recommend that priority shall be given to those who have served in the previous examinations who performed the task diligently and efficiently. May we then request for the list of names on or before July 09, 2026.

Thank you very much for your continued support and assistance.

Very truly yours,

  
**MARINA N. GARCIA**  
Director II

**Bawat Kawani, Lingkod Bayani**