



2607-1749

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

Office of the Schools Division Superintendent

20 JUL 2026

DIVISION MEMORANDUM

No. 572, s. 2026

KAMUSTAHAN WITH NON - TEACHING PERSONNEL IN THE FIELD

TO: Administrative Officer IV – ISNHS

Administrative Officers IV SDO

Administrative Officer II SDO

Nurse II/SBFP FOCAL PERSON SDO

Administrative Officer II & Project Development Officer in the Schools

1. To establish sustained open communication and engagement with personnel in the field, the Schools Division of Vigan City shall conduct Kamustahan with Non – Teaching Personnel in the field on **July 20, 2026 at 2:00 P.M. at the SDO Mini Conference Hall.**
2. The agenda of the meeting will be the following:
 - a) Orientation of PDO I;
 - b) SEF Funded Security Guard & Utility Issues;
 - c) Supply, Property Issues & Updates;
 - d) SBFP Concerns;
 - e) Other matters
3. This Memorandum serves as their **Locator Slip.**
4. Widest dissemination of this memorandum is desired.



VILMA D. EDA, CESO V
Schools Division Superintendent