



2606-2534

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

Office of the Schools Division Superintendent

OFFICE ORDER

No. 259, s. 2026

Ms. Gloaida A. Reclusado

Administrative Officer II

Jose Singson Elementary School

Vigan City

Designation Order

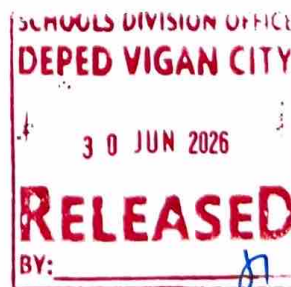
In view of the leave of absence of **Ms. Karen Gay A. Cu, Administrative Assistant III** of Jose Singson Elementary School, you are hereby designated as Officer-in-Charge – Bookkeeper of Jose Singson Elementary School on **June 23 – July 10, 2026**.

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 29th day of June, 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 – G. Reclusado



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