



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

2009-2245

Office of the Schools Division Superintendent

22 SEP 2026

DIVISION MEMORANDUM

No. 798, s.2026

MEETING ON THE PREPARATION FOR THE LOYALTY AWARDING

To: Assistant Schools Division Superintendent
School Heads of Elementary and Secondary Schools
Administrative Officer V- Administrative Section
Administrative Officers IV
Administrative Officers II
Committee on Presentations and Slides
Committee on Distribution of Token and Certificate
Usherettes
Mr. Rolly Raceles, Assistant School Head ISNHS
MS. Joan T. Regua, Master Teacher I ISNHS
All Others Concerned

1. To establish sustained open communication and engagement with the personnel involved in the conduct of the said event, the Schools Division of Vigan City shall conduct a meeting with the Administrative Officers IV and II and the Technical Working Group on the preparation for the Loyalty Awarding on September 24, 2026, at 10:00 AM at the SDO Conference Hall.
2. The meeting will be an hour dialogue which will channel updates and information relevant to the following:
 - a. Briefing for the Loyalty Awarding Ceremony;
 - b. Program Flow and role of each personnel; and
 - c. Other Matters
3. This Memorandum serves as their **Locator Slip**.
4. Widest Dissemination of this memorandum is desired.

Annie X. B. 105
for **VILMA D. EDA, CESO V**
Schools Division Superintendent



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

Office of the Schools Division Superintendent

10 SEP 2026

Division Memorandum

No. 762 s. 2026

2026 LOYALTY AWARDING CEREMONY

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Section/Unit Heads
School Heads/OIC of Public Elementary and Secondary Schools

1. As part of the recognition of the dedicated service and efforts of employees of the Schools Division of Vigan City, this Office announces the conduct of the **Loyalty Awarding Ceremony**, one of the highlights of the celebration of the **Division Teachers' Day**.
2. Attached to this Memorandum is the **List of Loyalty Awardees for 2026 (Annex A)**. All concerned teachers and employees listed therein are advised to upload their photographs following the specifications below to tinyurl.com/Loyalty-10-2026 until September 15, 2026.
 - White background and wearing the Monday uniform;
 - File name format: **Name of Awardee_Position_School**.
3. Attached also are the members of the Technical Working Group (Annex B) and Program of Activities (Annex C).
4. A separate memorandum will be issued for the date and venue of the activity.
5. Immediate dissemination and compliance with this Memorandum are hereby desired.



VILMA D. EDA CESO V
Schools Division Superintendent



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Annex B: TECHNICAL WORKING GROUP

COMMITTEES	CHAIRPERSON	MEMBERS
Usherettes	Daisy Ancheta Administrative Officer V	Sherelyn Riodil All AO2s
Distribution of Tokens and Certificates	Maria Bernadette Sarmiento Administrative Officer IV	Ferdinand Flores Reymalin Llanes Janne Armie Adriatico Lucky Melofel Vilora Vincent Jude Rosales ADA VI-Supply
Printing of Certificates	Katrine Anne Arce Administrative Officer IV	Mark Allen Sinogo Allan Barrientos Vanessa Sinogo Jayson Domingo
Preparation and presentation of Flash Out	Eric L. Tapat Information Officer IV	Aldrich Quiocho Carlo Jigg Portugal Greatest Yeng Molina
Documenter	Lloyd Ancheta Administrative Assistant III	Danny Mar Frio Selected Student Journalist-ISBNHS
Stage and venue Set-up	Peter John Frial Education Program Supervisor	Ronald Alejo Solito Cortel Pelagio Cardenas Amelyn Abella Alimar Ablog Raymart Quedado Drivers and Utilities
Coordination of Priest and preparation for the Mass	Elsie Amorin Education Program Supervisor	Clarito Siababa Edgar Pescador
Food for the Priest	Mary Joy Suero Administrative Officer V	Gloria Cabotaje Aurelyn Fieldad Rosjane Gandeza Milagros Paz Reyna Tajon Mary Joy Que Jinky Alejo Dianne Frio Hazel Artates All PDO I
Communication Letters and Invitation Letters	Susiemar Rapisura Education Program Supervisor	Nelson Robinol Felipa Regaspi Edgar Pescador Alimar Ablog



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Annex C: PROGRAM

Time	Activity	In charge
8:00 AM	Holy Eucharist Mass	
9:15 AM	Singing of the National Anthem (AVP)	
9:18 AM	Welcome Remarks	Annie D. Pagdilao Assistant Schools Division Superintendent
9:25 AM	Message	Vilma D. Eda, CESO V Schools Division Superintendent
9:30 AM	Awarding Ceremony	
11:00 AM	Closing Remarks	Atty. Kim R. Tagorda Attorney III

Emcee:

Rolly Raceles- Assistant School Head, ISNHS
Joan Regua- Master Teacher I, ISNHS