



269-2542

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

Office of the Schools Division Superintendent

28 SEP 2026

DIVISION MEMORANDUM

No. 815, s.2026

FINAL PREPARATION FOR THE LOYALTY AWARDING

To: Assistant Schools Division Superintendent
School Heads of Elementary and Secondary Schools
Committee on Presentations and Slides
Committee on Stage and Venue Set-up
Documenter
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 Technical Working Group on the preparation for the Loyalty Awarding on September 28, 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. Updates on the preparation for the awarding ceremony on September 30,2026; and
 - b. Other Matters
3. Members of the Committee on Stage and Venue Set-Up are advised to begin the decoration and preparation of the venue on **September 29, 2026** 9:00 AM-5:00 PM.
4. In compliance with DepEd Order 009 s. 2025, "Instituting Measures to Increase Engagement Time-on-Task and Ensuring Compliance," the School Head is hereby directed to adopt appropriate administrative and organizational measures during the conduct of the event to ensure continuity of teaching and learning activities to prevent unnecessary disruption of regular class.
5. This Memorandum serves as their **Locator Slip**.
6. Widest Dissemination of this memorandum is desired.



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

2609-1188
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