



2609- 2748

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

Office of the Schools Division Superintendent

29 SEP 2026

OFFICE MEMORANDUM

No. 66, s. 2026

DIVISION EXECUTIVE COMMITTEE (DEXECOM) MEETING

To: Assistant Schools Division Superintendent
DEXECOM Members
All Others Concerned

1. A **DEXECOM Meeting** is hereby scheduled for **October 1, 2026, 9:00 AM-12:00 NN at the SDO Conference Hall.**
2. The following agenda items are to be discussed:
 - a. Document Tracking System (DTS) – Daisy A. Ancheta
 - Multiple DTS entries or tracking numbers for a single document/request
 - Receiving and releasing documents through the DTS
 - b. Grant of Service Credits – Daisy A. Ancheta
 - c. Waste Segregation – Daisy A. Ancheta
 - d. Budget Utilization Rate – Mary Joy P. Suero
 - e. Disbursement Rate (DR) -Christopher Michael Gasmen
 - f. Status of Cases – Atty Kim R. Tagorda
 - g. Status of QMS – Marie Christine L. Natividad
 - h. Agreements, Resolutions and Action Points
 - i. Other matters
3. For strict compliance and immediate dissemination.



VILMA D. EDA, CESO V
Schools Division Superintendent

OSDS/Admin/daa



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