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

Office of the Schools Division Superintendent

27 OCT 2026

OFFICE ORDER

No. 503, s. 2026

Mr. Jeffrey L. Acena
Master Teacher II
Raois Elementary School

Designation Order

In view of the official business of **Ms. Grace F. Castañeda**, School Principal II of Raois Elementary School, you are hereby designated as Officer-In-Charge of the Office of the School Principal II - Raois Elementary School on **October 28-30, 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 the designate to additional remuneration and preferential attention to future promotion.

Issued this 26th day of October, 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 – J. Acena



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