



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XIII

Caraga Administrative Region
SCHOOLS DIVISION OFFICE OF SURIGAO CITY
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March 11, 2019



DIVISION MEMORANDUM

No. 69, s. 2019

SCHEDULE OF VIGIL FOR THE LATE VIVIEN B. VICENTE

TO : Schools and Offices
This Division

1. Regrettably, our HR Officer Vivien B. Vicente has eternally rested after succumbing to a dreaded illness. Her demise has indeed much dampened the hearts of many especially her family.
2. This time of grief nonetheless is time for us, her colleagues and members of this schools division, to show our sympathy and support to her bereaved family in this trying time.
3. With this, nightly vigils for the late Mrs. Vicente will be held in her home by the following sections on the following dates:

March 11, 2019	HRMO section Records section
March 12, 2019	Budget and Accounting division
March 13, 2019	Office of the Schools Division Superintendent Administrative Office Supply Office Schools Division Superintendent Office Assistant Schools Division Superintendent Office
March 14, 2019	Curriculum Implementation Division Schools Governance and Operations Division
March 15, 2019	All sections/divisions should attend the last vigil

4. For your information and guidance.

Flore
FLORENCE E. ALMADEN, CESE
msl OIC-Schools Division Superintendent

"We serve with GOD (goodness, openness, dignity)..."