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Republic of the Philippines
Department of Education

Region 1

SCHOOLS DIVISION OF CITY OF SAN FERNANDO (LA UNION)

OFFICE MEMORANDUM

FEB 07 2025

No.: 10 s. 2025

TO Assistant Schools Division Superintendent
Chief Education Supervisors
All SDO Personnel

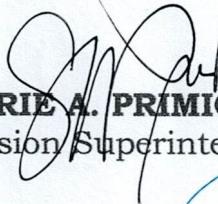
FROM **SHEILA MARIE A. PRIMICIAS, CESO VI**
Schools Division Superintendent

SUBJECT **DESIGNATED PARKING SPACE FOR SDO PERSONNEL**

DATE February 4, 2025

Particulars

1. For efficient management of the office parking area and accommodate all employees requiring parking, kindly observe the following guidelines:
 - a. **Designated Parking Spaces:** All employees **must park only** at the **San Fernando South Central Integrated School High School** area. **Parking is strictly prohibited** in front of the **San Fernando South Central Integrated School** and at the **SDO ground**, as these spaces are designated as **evacuation zones**.
 - b. **Arrival Time:** Employees are encouraged to arrive early to secure parking spaces, especially during peak hours.
 - c. **Parking Lot Maintenance:** Employees are requested to ensure that parking spaces are used responsibly, and to avoid blocking other vehicles.
2. For your information, guidance, and compliance.


SHEILA MARIE A. PRIMICIAS, CESO VI
Schools Division Superintendent



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"Sa Matatag na Panuntunan, Serbisyong Tapat Maaasahan"

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