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Republic of the Philippines  
Department of Education

Region 1

SCHOOLS DIVISION OF CITY OF SAN FERNANDO (LA UNION)

DIVISION MEMORANDUM

DM No. 257, s. 2025

MAY 21 2025

TO: Assistant Schools Division Superintendent  
Chief Education Supervisor, CID  
Education Program Supervisors  
Concerned School Heads  
All others concerned

FROM: **OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

SUBJECT: **ADDENDUM TO DIVISION MEMORANDUM NO. 249, s. 2025  
entitled "LOCAL BOOK FAIR AND FINALIZATION OF PRIORITY  
LISTS FOR THE PROCUREMENT OF SUPPLEMENTARY  
LEARNING RESOURCES FOR SCHOOL LIBRARIES AND  
LIBRARY HUBS"**

DATE: **May 15, 2025**

PARTICULARS

1. The Department of Education Regional Office I, through the Curriculum and Learning Management Division, is currently conducting the Local Book Fair and Finalization of Priority Lists for the Procurement of Supplementary Learning Resources for School Libraries and Library Hubs at **Ynad's Place Hotel and Resort, Bypass Road, Brgy. Namtutan, City of San Fernando, La Union** from **May 15-18, 2025**.
2. Attached is the **additional list of participants** who will participate in the said activity.
3. Service credits or compensatory time off (CTO) shall be granted to the participants for services that will be rendered on weekends under the provisions of DepEd Order No. 52, s. 2023 and CSC-DBM Joint Circular No. 2, s. 2015.
4. This memorandum shall serve as the Authority to Travel of the participants.
5. Immediate dissemination of this memorandum is desired.

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

"Sa Matatag na Panuntunan, Serbisyong Tapat Maaasahan"

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**ADDITIONAL LIST OF PARTICIPANTS**

NAME	POSITION	SCHOOL
1. Gloria Abad	Principal II	Bangbangolan ES/NHS
2. Narcie Ricky Apilado	Principal I	Sibuan-Otong IS
3. Guadalupe Sobrepeña	Principal II	Catbangen CS
4. Kimverly L. Ganaden	Asst. Principal II	Pao ES/NHS
5. Gemma Graycochea	Principal II	Ilocanos ES
6. Danica Virlyn E. Ellana	Teacher III	SF South Central IS
7. Maribeth F. Castro	Teacher III	DQBSNHS



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