

Date : February 05, 2024

To : All Employees

From : HRD

RE : Holiday Notice

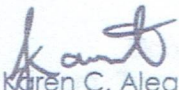
This is to notify all employees that we will be having a special non-working holiday on the 10th day of February 2024, Saturday, under Proclamation No. 453, as the Chinese New Year throughout the country.

In addition, the declaration of the 09th day of February 2024, as an additional Special non-working Holiday gives people the full opportunity to celebrate the Chinese New Year and enables our countrymen to avail of the benefits of a longer weekend;

Thus, our schedule from Monday to Thursday will be from 7:00 am to 4:00 pm only.

Reminder: For those who have due dates, kindly prepare and accomplish it ahead of time due to our long weekend.

For your guidance and information.


Karen C. Alea
HR Supervisor

Noted By:

 2.5.2024
MA. SHERYLL A. MACATANGAY
Operations Manager

Approved By:

 2.5-2024
EDNA O. VIÑAS
General Manager