

To : All Employees

From : Happiness Resources Department

RE : Mauluddin Nabi (Holiday)

Date : November 7, 2019

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Please be informed that **November 9, 2019 (Saturday)** has been declared as **Legal Holiday** in observance of “Mauluddin Nabi” or a birthday of Prophet Muhammad.

The Muslim holiday shall be officially observed in the *Provinces of Basilan, Lanao del Norte, Lanao de Sur, Maguindanao, North Cotabato, Sultan Kudarat, Sulu, Tawi-Tawi, Zamboanga del Sur, Zamboanga del Norte, Zamboanga Sibugay and in the cities of Cotabato, Iligan, Marawi, Pagadian and Zamboanga and in such other Muslim Provinces and Cities*. Pursuant to Presidential Decree No. 1083.

Hence, there will be no work on the said date.

However, as practice all EC's assigned at the store will need to report to work as scheduled, except for all SJI administrative Staff. **All administrative work function will resume on November 11, 2019 (Monday).**

For your information and guidance.

Thank you.

Respectfully,

  
Atty. Angelle Margret T. Natividad  
HR Director