To : All Team Members

From: Araceli S. Peñola, RPm

HR Manager

RE : August Holiday

DATE: August 16, 2024

Pursuant to Proclamation No. 368 and No. 665 issued by the President of the Philippines, please be informed of the following Holiday throughout the country.

August 23, 2024 (Friday, Special non-working day) in observance of Ninoy Aquino Day August 26, 2024 (Monday, Regular/Legal Holiday) in observance of National Heroes Day.

Hence there will be no work on the said date. *However, as practice, all ECs and OIC/SICs assigned at the store must report to work as scheduled*, except for all SJI, TNGC, and QST Administrative Staff.

After Ninoy Aquino Day and National Heroes Day, administrative work functions will resume on August 27, 2024 (Tuesday).

Thank you.