

To : All STI and Shared Services Employees

From : Happiness Resources

RE : All Saints' Day and All Souls' Day (Holiday)

Date : October 25, 2018


Please be informed that both **November 1, 2018 (Thursday) and November 2, 2018 (Friday)** have been declared as **Special non-working holiday** throughout the country by virtue of Proclamation No. 269 to give the public the fullest opportunity to observe All Saints' Day and All Souls' Day.

All administrative work functions will resume on November 3, 2018 (Saturday).

For your information and guidance.

Thank you.

Respectfully,


Atty. Angelique Margret T. Natividad
HR Director