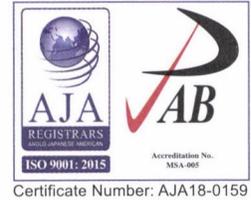




Republic of the Philippines
Department of Finance
INSURANCE COMMISSION
1071 United Nations Avenue
Manila



ADMINISTRATIVE ADVISORY

No. 2019- AA-010

30 October 2019

- WHAT** : **AVAILABILITY OF CASHIER AND RECORDS SECTIONS SERVICES**
- WHEN** : Thursday, 31 October 2019
- WHERE** : Insurance Commission (IC) Main Office,
United Nations Avenue, Manila

In line with Memorandum Circular No. 69 dated 30 October 2019 of the Office of the President, to provide government employees full opportunity to properly observe All Saints Day (01 November 2019), **effective 11:00 A.M.** the Administrative Division – Cashier Section shall implement a cut-off for receiving payments and entertaining transactions. Moreover, the Receiving Area of the Administrative Division – Records Section is open **until 12:00 NN.**


CRESCENCIA R. GATCHALIAN
Officer-in-Charge
Administrative Division