



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



ADMINISTRATIVE ADVISORY
No. 2020-AA-039
28 September 2020

Pursuant to Memorandum Circular No. 80 dated 25 September 2020 of the Office of the President, please be advised that work in the Insurance Commission and District Offices shall be suspended **effective 3:30 PM today, 28 September 2020 (Monday)**.

Those who have already confirmed their appointments with the Insurance Commission Appointment Reservation System (ICare) through <https://web.insurance.gov.ph/icare/login>, but are affected by said work suspension, are advised to request another schedule. For inquiries and other concerns, we may be contacted at Telephone Number 85238461 to 70 local 116 (Cashier Section) and local 123 (Records Section), or through email at admin@insurance.gov.ph.

Attached is a copy of Memorandum Circular No. 80, for your reference.


REVELYN R. MOJICA
IC Division Manager
Administrative Division

Office of the President
of the Philippines
Malacañang

MEMORANDUM CIRCULAR NO. 80

Pursuant to Proclamation No. 60 (s. 1992), which declared the last week of September of every year as Family Week and in order to afford government workers and their families time to celebrate, in their respective homes, the Kainang Pamilya Mahalaga Day pursuant to Proclamation No. 326 (s. 2012), work in government offices in the Executive Branch shall be suspended from 3:30 in the afternoon onwards on Monday, 28 September 2020.

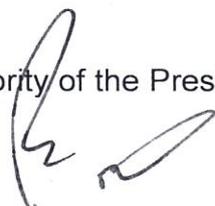
However, those agencies whose functions involve the delivery of basic and health services, preparedness/response to disasters and calamities, and/or the performance of other vital services shall continue with their operations and render the necessary services.

The suspension of work in other branches of government, in independent commissions or bodies, and in the private sector is encouraged so as to afford all Filipino Families the full opportunity to celebrate the Kainang Pamilya Mahalaga Day.

This Circular shall take effect immediately.

Manila, 25 September 2020.

By authority of the President:


SALVADOR C. MEDIALDEA
Executive Secretary

