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BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

OCOM Memo No. 09 - 2022

MEMORANDUM

TO : ALL OFFICIALS AND EMPLOYEES

FROM : REY LEONARDO B. GUERRERO
Commissioner

SUBJECT : REGULAR HOLIDAYS, SPECIAL NON-WORKING AND WORKING FOR THE YEAR 2022

DATE : 26 January 2022



- 1.0 In view of the observance of the following Regular Holidays and Special Non-working Days (Proclamation No. 1236 dated 29 October 2021), all Collection Districts rendering frontline services shall continue with their operations and arrange their respective Skeleton Workforce accordingly:
 - a. February 01 (Tuesday) – Chinese New Year
 - b. February 25 (Friday) – EDSA People Power Revolution Anniversary
 - c. April 14 (Thursday) – Maundy Thursday
 - d. April 15 (Friday) – Good Friday
 - e. August 29 (Monday) National Heroes Day
 - f. November 01 (Tuesday) – All Saints’ Day
 - g. November 30 (Wednesday) – Bonifacio Day
 - h. December 08 (Thursday) – Feast of the Immaculate Conception of Mary
 - i. December 30 (Friday) – Rizal Day
- 2.0 Skeleton Workforce schedule of concerned Offices/Ports shall be submitted to the Internal Administration Group, copy furnished the Human Resource Management Division (hcmd@customs.gov.ph), at least 3 days before the scheduled non-working holiday.
- 3.0 Also, please be reminded that the following dates are declared as Special (working) Days:
 - a. November 02 (Wednesday) – All Souls’ Day
 - b. December 24 (Saturday) – Christmas Eve
 - c. December 31 (Saturday) – Last Day of the Year
- 4.0 For information and compliance.