

2018-03-030

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Republic of the Philippines  
Department of Finance  
**BUREAU OF CUSTOMS**  
1099 Manila

MEMORANDUM

FOR : ALL DISTRICT COLLECTORS  
ALL DEPUTY COMMISSIONERS  
ALL ADMINISTRATIVE OFFICERS

FROM : *shymadik*  
GLADYS F. ROSALES, CESE  
Chief Of Staff, Office of the Commissioner  
Deputy Commissioner, Internal Administration Group

SUBJECT : **SKELETAL WORKFORCE**

DATE : 27 March 2018

1. Relevant to the observance of the Holy Week, **March 26, 2018 to April 02, 2018**, the Office of the President declared *suspension* of work in all government agencies on **March 28, 2018** starting from **12:00NN** as per Memorandum Circular No. 43.
2. In relation to the above, the Bureau of Customs hereby suspends work on Wednesday, **March 28, 2018** starting from 12:00NN.
3. All Collection Districts, Sub-Ports and all other offices rendering frontline services are directed to observe **Skeletal Workforce** on the above mentioned date and time. The same must be observed for March **29**, 2018 (Maundy Thursday) and March 31, 2018 (Black Saturday)
4. Further, concerned offices above shall forward to the Internal Administration Group (IAG), through the Human Resource Management Division (HRMD), the list of personnel assigned to report on the above – mentioned dates.
5. For strict compliance.

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Office of the President  
of the Philippines  
Malacañang

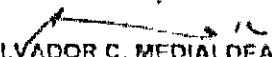
MEMORANDUM CIRCULAR NO. 43

Work in government offices, including government-owned and controlled corporations and local government units, and classes in all public schools, state universities and colleges, are hereby suspended on Wednesday, 28 March 2018, starting at 12:00 o'clock noon, to enable government workers to prepare for the observance of Holy Thursday and Good Friday.

However, those government agencies whose functions involve law enforcement, response action to disasters and calamities, and/or performance of other vital services shall make available stand-by services/arrangements to meet any contingencies.

The suspension of work in other branches of government and independent bodies, as well as in private companies and offices, is left to the sound discretion of their respective administrators.

By authority of the President

  
SALVADOR C. MEDIALDEA  
Executive Secretary

Manila, 27 March 2018

Office of the President  
MALACAÑANG RECORDS OFFICE  
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*Concepcion*  
ATTY. CONCEPCION M. DEL ROSARIO  
DIRECTOR III - ACTING HEAD