



## MEMORANDUM

**MASTER COPY**

*Geny C.*

TO : **ALL OFFICIALS AND EMPLOYEES**

FROM : **REY LEONARDO B. GUERRERO**  
Commissioner

JUL 19 2021



BOC-03-11191

SUBJECT : **Skeleton Workforce**

DATE : 16 June 2021

- 
- 1.0 In view of the observance of Eid'l Adha (Feast of Sacrifice) on 20 July 2021 (Proclamation No. 1189 dated 15 July 2021), all Collection Districts rendering frontline services shall continue with their operations and arrange their respective Skeleton Workforce accordingly.
  - 2.0 Skeleton Workforce schedule of concerned Offices/Ports shall be submitted to the Internal Administration Group, copy furnished the Human Resource Management Division ([hrmd@customs.gov.ph](mailto:hrmd@customs.gov.ph)) not later than 5:00 p.m. on 19 July 2021.
  - 3.0 For strict compliance.