



October 30, 2019

DIVISION MEMORANDUM

No. 673, s. 2019

**SUSPENSION OF WORK FROM 12:00 PM ONWARDS
ON OCTOBER 31, 2019**

**To: *PSDS/District OICs
Elementary/Secondary School Principals/School Heads
Division Office Personnel***

1. Everyone is hereby informed that the Office of the President, through Executive Secretary **Salvador C. Medialdea**, had issued Memorandum Circular 69, declaring suspension of work from 12:00 PM onwards on October 31, 2019, to give ample time to all personnel in the government to prepare for All Saints Day.
2. Since resumption of work will happen 4 days later, and as a matter of precaution, everyone is reminded to ensure that the offices are properly secured, including all its equipment, which may include unplugging all electronic and electrical devices to prevent unfortunate things from occurring.
3. For strict compliance and widest and immediate dissemination.

For:

MARILYN S. ANDALES, Ed. D., CESO V
Schools Division Superintendent

JEREMY C. DENAMPO, J. D.
Administrative Officer V

MSA/jcd