

IPOPHL MEMORANDUM CIRCULAR No. 2020-028

SUBJECT: SUSPENSION OF ACTIVITIES AND EXTENSION OF DEADLINES FOR THE PERIOD OF 20 TO 27 JULY 2020

In view of one (1) IPOPHL personnel testing positive for COVID-19, all activities at the IPOPHL Main Office are suspended for the period of 20 to 24 July 2020 except for cashiering and documentary receiving services, which shall remain suspended until 27 July 2020.

All IPOPHL personnel shall be on a work-from-home arrangement for the period of 20 to 24 July 2020. Employees on quarantine &/or using IPOPHL's shuttle services are authorized to work from home until 27 July 2020.

With the afflicted employee reporting for work on 13 July 2020, IPOPHL employees who interacted with the said employee will be undergoing 14-days home quarantine from the date of contact or until 27 July 2020.

The public is encouraged to transact business with IPOPHL through its online portal which shall remain available. All persons who visited the IPOPHL Main Office on Monday, 13 July 2020, are advised to undergo the necessary safety precautions and monitor their health.

Finally, with the unavailability of key IPOPHL personnel from the cashiering and receiving sections for the period of 20 to 27 July 2020, deadlines for filings and payments falling due during the said period are extended until 04 August 2020.

This Memorandum Circular shall take effect immediately and shall remain effective until further notice. IPOPHL Memorandum Circulars that are inconsistent with the foregoing are deemed modified, superseded, or amended accordingly.

Done this 18th of July 2020 in Taguig City, Philippines.



CERTIFIED TRUE COPY
DATE: **AUG 05 2020**
PIA ANGELICA S. GABRIEL
Administrative Officer V
FMAS



ROWEL S. BARBA
Director General