



Funding the Republic

Republic of the Philippines
Department of Finance
BUREAU OF THE TREASURY
Intramuros, Manila

MEMORANDUM

TO : ALL BTR EMPLOYEES

FROM : EDUARDO SERGIO G. EDEZA
Treasurer of the Philippines

SUBJECT : SPECIAL NON-WORKING DAYS ON DECEMBER 24, 2003
AND JANUARY 02, 2004 AND REGULAR WORKING DAY
ON DECEMBER 30, 2003

DATE : 01 DECEMBER 2003

By order of Her Excellency, President Gloria Macapagal Arroyo, the Honorable Alberto G. Romulo, Executive Secretary, has announced through Proclamation No. 503, dated 19 November 2003, that December 24, 2003 shall be a **special non-working day** throughout the country. January 02, 2004 has likewise been pronounced as a **special non-working day**, in lieu of *December 30, 2003 (Rizal Day)*, which shall be a regular working day.

Section 3 of the said Proclamation also provides that all employees of government departments, offices, agencies or instrumentalities shall not be required to report for work on December 26, 2003, except those who, in the exigency of the service, may be required to report to work by the Head of Office to provide regular service to the public and/or to comply with some reportorial and other requirements.

December 29, 2003 remains a regular working day. It was reiterated in the same Proclamation that December 31, 2003 is a nationwide special holiday pursuant to Executive Order No. 292, issued in 1987, as amended by Republic Act No. 9177, issued in 2002.

Please be guided accordingly.