



Republic of the Philippines  
Department of Finance  
**INSURANCE COMMISSION**  
1071 United Nations Avenue  
Manila




**ADMINISTRATIVE ADVISORY**  
**No. 2021-AA-004**  
08 February 2021

Pursuant to Proclamation No. 986, issued by the Office of the President (OP) declaring **Friday, 12 February 2021**, as a **Special Non-Working Day (Chinese New Year) throughout the country**, please be advised that work at the Insurance Commission (IC) Head Office and Cebu and Davao District Offices shall be suspended on said date.

Regular business operations shall resume on 15 February 2021 (Monday).

A copy of Proclamation No. 986 is attached for your reference.

Please be guided accordingly.

  
**REVELYN R. MOJICA**  
IC Division Manager  
Administrative Division



|                     |   |    |                                |
|---------------------|---|----|--------------------------------|
| Maundy Thursday     | - | 1  | April                          |
| Good Friday         | - | 2  | April                          |
| Labor Day           | - | 1  | May (Saturday)                 |
| Independence Day    | - | 12 | June (Saturday)                |
| National Heroes Day | - | 30 | August (Last Monday of August) |
| Bonifacio Day       | - | 30 | November (Tuesday)             |
| Christmas Day       | - | 25 | December (Saturday)            |
| Rizal Day           | - | 30 | December (Thursday)            |

**B. Special (Non-Working) Days**

|  |   |    |                      |
|--|---|----|----------------------|
| Chinese New Year                           | - | 12 | February (Friday)    |
| EDSA People Power Revolution Anniversary   | - | 25 | February (Thursday)  |
| Black Saturday                             | - | 3  | April                |
| Ninoy Aquino Day                           | - | 21 | August (Saturday)    |
| All Saints' Day                            | - | 1  | November (Monday)    |
| Feast of the Immaculate Conception of Mary | - | 8  | December (Wednesday) |
| Last Day of the Year                       | - | 31 | December (Friday)    |

**Additional Special (Non-Working) Days**

|                |   |    |                    |
|----------------|---|----|--------------------|
| All Souls' Day | - | 2  | November (Tuesday) |
|                | - | 24 | December (Friday)  |

**SECTION 2.** The proclamations declaring national holidays for the observance of Eidul Fitr and Eidul Adha shall hereafter be issued after the approximate dates of the Islamic holidays have been determined in accordance with the Islamic calendar (Hijra) or the lunar calendar, or upon Islamic astronomical calculations, whichever is possible or convenient. To this end, the National Commission on Muslim Filipinos shall inform the Office of the President of the actual dates on which these holidays shall respectively fall.

**SECTION 3.** The Department of Labor and Employment shall promulgate the implementing guidelines for this Proclamation.

**SECTION 4.** This Proclamation shall take effect immediately.


**SECTION 5.** This Proclamation shall be published in a newspaper of general circulation.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the seal of the Republic of the Philippines to be affixed.

Done in the City of Manila, this 30<sup>th</sup> day of July, in the year of Our Lord, Two Thousand and Twenty.

By the President:



  
**SALVADOR C. MEDIALDEA**  
 Executive Secretary

