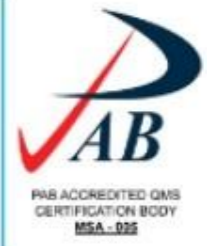




Republic of the Philippines
 Department of Finance
INSURANCE COMMISSION
 1071 United Nations Avenue
 Manila



Advisory No.:	MSS 2023- <u>091</u>
Classification:	Management Support Services Advisory
Date:	<u>28</u> October 2023

INSURANCE COMMISSION ADVISORY

TO : All Insurance/Reinsurance Companies, Insurance and Reinsurance Brokers, Mutual Benefit Associations, Trusts for Charitable Uses, Pre-Need Companies, Health Maintenance Organizations and other Insurance Commission Regulated Entities

SUBJECT : Shift to Work from Home Arrangement on 31 October 2023

Per Memorandum Circular No. 38 dated 27 October 2023, in order to provide government employees full opportunity to properly observe All Saint’s Day on 01 November 2023 and allow them to travel to and from the different regions in the country, work from home in government offices shall be implemented.

Relative to this, please be advised that the Insurance Commission (IC) Manila Office, Cebu and Davao District Offices will be shifting to work from home arrangement on 31 October 2023.

Those who have already confirmed their appointments through the Insurance Commission Appointment Reservation System (ICare) through <https://web.insurance.gov.ph/icare/login>, but are affected by said arrangement, are advised to request for an alternate schedule.

Please be guided accordingly.

Digitally Signed
 Erickson H. Balmes
 28 October 2023, Saturday, 3:43PM

ERICKSON H. BALMES
 Deputy Insurance Commissioner
 Management Support Services Group