



ADVISORY

Corporate Governance and Finance Department

By virtue of Memorandum Circular No. 32 issued by the Office of the President on November 6, 2017, all work in the government offices within the PICC Complex is suspended from November 8-15, 2017 to give way to the 31st ASEAN Summit and Related Summits. In this regard, the SEC Head Office will be closed within the said period.

For filings to be submitted to the Corporate Governance and Finance Department (CGFD) with deadlines falling within November 8-17, 2017, the same may be submitted as follows:

Date	Venue
1. November 8-10, 2017	<ul style="list-style-type: none">• SEC Satellite Offices• SEC Extension Offices
2. November 16-17, 2017	<ul style="list-style-type: none">• SEC Satellite Offices• SEC Head Office (if business transactions resume on these dates)• SEC Extension Offices

Nevertheless, the said filings shall not be considered late if filed on **November 20, 2017**.

However, all Registration Statements, Information Statements and Tender Offer Reports may only be processed by the CGFD at the SEC Head Office starting November 16, 2017, unless the PICC Complex is again declared closed on November 16-17, 2017. In the said event, the said documents may be filed on **November 20, 2017**.