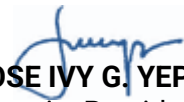


MEMORANDUM CIRCULAR NO. 211

Series of 2024

TO: **All VSU Employees**

RE: **Suspension of Work on September 23, 2024, in Observance of "Family Week" and "Kainang Pamilya Mahalaga" Day; Invitation to Wellness Seminar on September 27, 2024**

FROM:  **PROSE IVY G. YEPES, EdD**
University President

DATE: **September 20, 2024**

In line with Memorandum Circular No. 64 issued by the Office of the President, Malacañang, and in accordance with Proclamation No. 60 (s. 1992), which designates the last week of September each year as "Family Week," as well as Proclamation No. 326 (s. 2012), which declares the fourth Monday of September as "**Kainang Pamilya Mahalaga**" Day, work in government offices in the Executive branch shall be **suspended on September 23, 2024 starting 3:00 PM**. Hence, all activities scheduled for that day must conclude by the said time.

Offices whose functions involve the delivery of basic and health services, preparedness/response to disasters and calamities, and/or the performance of other vital services shall continue their operations and render the necessary services. Please note that this memorandum supersedes all previous university issuances regarding Family Day.

Moreover, in line with the 124th Philippine Civil Service Anniversary Celebration, **our Seminar on Creating a Positive Workplace for VSU Employees: Integrating Physical and Mental Health Wellness is scheduled on September 27, 2024**. This seminar will focus on helping employees manage stress and improve overall wellbeing by promoting a healthy work-life balance. We encourage you to participate and gain valuable insights into building a positive work environment.

Please confirm your attendance by registering here: <https://forms.gle/PdwBCjjPGUttNgpV6>

Attached is the Malacañang issuance and the program for the seminar for your guidance and reference.

For your information and usual support.



Office of the President
Malacañang

MEMORANDUM CIRCULAR NO. 64

Pursuant to Proclamation No. 60 (s. 1992) which declared the last week of September of every year as Family Week and Proclamation No. 326 (s. 2012) which declared the fourth Monday of September of every year as "*Kainang Pamilya Mahalaga*" Day, work in government offices in the Executive branch shall be suspended on 23 September 2024 starting 3:00 p.m.

However, those agencies whose functions involve the delivery of basic and health services, preparedness/response to disasters and calamities, and/or the performance of other vital services shall continue their operations and render the necessary services.

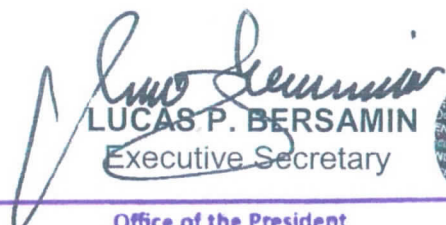
This Office also encourages all government workers in the Executive branch to fully support the programs and activities relative to the observance of Family Week, as organized by the National Committee on the Filipino Family.

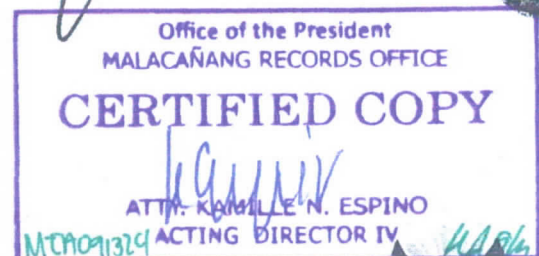
The suspension of work in other branches of government, independent commissions or bodies, and private sector is also encouraged, so as to afford all Filipino families the full opportunity to celebrate the 32nd National Family Week.

This Circular shall take effect immediately.

DONE, in the City of Manila, Philippines, this 12th day of September in the Year of our Lord Two Thousand and Twenty-Four.

By authority of the President:


LUCAS P. BERSAMIN
Executive Secretary



Creating a positive workplace

For the Program details please scan the QR Code

