

ASC Circular : **No. 2022-003**

Date : **March 28, 2022**

To : **4As / PANA / KBP / MSAP/ UPMG / IMMAP/ OHAAP/Other ASC Clients**

Subject : **ASC OPERATIONS ON BATAAN DAY (HOLIDAY) AND HOLY WEEK**

In line with the observance of Bataan Day (Sat, Apr 9), Maundy Thursday (Apr 14), Good Friday (Apr 15), and Black Saturday (Apr 16) , the ASC will be observing the following schedule for accepting **S1/S2 applications** via email to s1application@asc.com.ph and s2application@asc.com.ph, respectively, and **Special S1 Screening and / or S2 Clearing Requests** via email to inquiry@asc.com.ph:

Date	Event	ASC Operations	
Apr 9 (Sat)	Bataan Day - Holiday	<ul style="list-style-type: none"> No Special Clearing Requests will be accepted and processed. 	
Apr 13 (Holy Wed)	Last day of ASC Operations 7AM – 2PM only	<ul style="list-style-type: none"> Will accept and process Regular and Special S1 Screening &/or S2 Clearing Applications (7AM – 10AM only) Will respond to email queries and clarifications (8AM – 2PM only) 	<ul style="list-style-type: none"> Apr 13 (Wed) Release of Special S1 Screening/ S2 Clearing results Apr 14 (Thu) 7AM – 9AM Release of Regular S1 Screening/ S2 Clearing results
Apr 14 (Thu) Apr 15 (Fri) Apr 16, (Sat)	Maundy Thursday Good Friday Black Saturday	<p style="text-align: center;">NO OPERATIONS</p> <p>Regular and/or Special S1/S2 Applications received during these days will be returned to sender by 7AM of Monday Apr 18.</p>	
Apr 18, (Mon)	RESUME OPERATIONS	<ul style="list-style-type: none"> Resume acceptance and processing of Regular and Special S1 Screening &/or S2 Clearing Applications Resume responses to queries and Clarifications 	

For your guidance.



Ms. Digna D. Santos
Executive Director



Mr. Robbie A. Aligada
Operations Manager



Mr. Erwin O. Furagganan
Compliance Officer