



Philippine Medical Association

PMA: CHANGING MINDSET IN CHARTING THE FUTURE

Member : World Medical Association (WMA)
Co-Founder : Confederation of Medical Association in Asia and Oceania (CMAAO)
Medical Association of Southeast Asian Nations (MASEAN)
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2017-2018

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MEMORANDUM CIRCULAR NO: 2017-12-11-033

**TO : ALL PRESIDENTS OF:
COMPONENT SOCIETIES
SPECIALTY DIVISIONS
SPECIALTY SOCIETIES
AFFILIATE SOCIETIES**

DATE : DECEMBER 18, 2017

SUBJECT : HOLIDAY SCHEDULE OF EMPLOYEES

Please be informed of the employees' schedule this Christmas break:

*Secretariat Office will be closed from December 23 to 26, 2017 and from December 30, 2017 to January 1, 2018. Office will resume on December 27, 2017 (Wednesday) and January 2, 2018 (Tuesday).

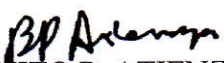
*Doctors' Inn and Indigency Clinic will be closed from December 23 to 25, 2017 and from December 30, 2017 to January 1, 2018. Operations will resume on December 26, 2017 (Tuesday) and January 2, 2018 (Tuesday).

*Deadline for submission of the 2nd quarterly reports, nominees for Dr. Jose P. Rizal Award of Distinction, and nominees for the Outstanding Physician Award will be moved to January 3, 2018 (Wednesday) since December 30, 2017 will fall on a Saturday.

Furthermore, the entire PMA premises will be closed on these dates due to pest control and termite treatment.

For your guidance and information. Thank you.

Very truly yours,


BENITO P. ATIENZA, MD
PMA Secretary-General