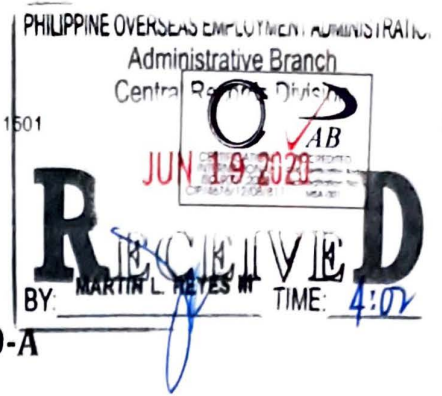




Philippine
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Administration

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**MEMORANDUM CIRCULAR NO. 10-A
SERIES OF 2020**

TO : ALL CONCERNED

SUBJECT : AMENDMENT TO MEMORANDUM CIRCULAR NO. 10, SERIES OF 2020 ENTITLED: GUIDELINES ON THE INTERRUPTION OF PERIODS FOR THE FILING OF PLEADINGS, DOCUMENTS IN THE CONCILIATION UNIT, LEGAL ASSISTANCE DIVISION, AND ADJUDICATION OFFICE

Pursuant to Administrative Order No. 30, S. 2020, all government offices are directed to formulate and issue guidelines on the interruption of periods for the filing of documents, payment of taxes, charges and other fees, and cancellation of proceedings before their respective offices, and on the movement of timelines for the release of benefits to be applied in areas under community quarantine or to individuals coming from such areas, as the case may be.

The Department of Labor and Employment also issued Administrative Order No. 213, Series of 2020 requiring Bureaus and Attached Agencies of DOLE to issue pertinent guidelines to implement their respective procedures and processes.

Further to POEA Memorandum Circular No. 10, Series of 2020, the following items under the Guidelines are hereby amended and shall serve as guidelines to be observed during the community quarantine:

Item No. II of Memorandum Circular No. 10, S. 2020, is hereby amended to read as:

II. SERVICE OF NOTICES/ORDERS

The mode of service of Notices/Orders including through electronic means and facsimile shall be pursuant to A.M. No. 19-10-20 or the "2019 Proposed Amendments to the 1997 Rules of Civil Procedure".

All licensed recruitment and manning agencies are hereby directed to inform and update the Licensing Branch of their email addresses.

CONTROLLED AND DISSEMINATED
BY CRD ON JUN 19 2020

Item No. III of Memorandum Circular No. 10, S. 2020, is hereby amended, to read as:

III. FILING OF PLEADINGS, HEARINGS AND DRAFTING OF ORDERS

The filing of pleadings, conduct of hearings and the issuance of order to Appear/to Produce Documents during the period of the community quarantine are suspended, unless otherwise ordered by the Administrator. All hearings falling during the community quarantine will be rescheduled.

The Overseas Employment Adjudicators are however expected to draft Orders in their respective residences during the community quarantine and should forward the same for review of the appropriate officers.

This Circular shall take effect immediately and amends previous POEA issuances contrary hereto. All other provisions of Memorandum Circular No. 10 shall remain effective and subject to amendments upon issuance of further directives.

For strict compliance.



BERNARD P. OLALIA
Administrator

CONTROLLED AND DISSEMINATED
BY CRD ON JUN 19 2020