

TO : ALL EMPLOYEES  
FROM: HUMAN RESOURCE DEPARTMENT  
RE : **HOLIDAYS FOR 2025**  
DATE: November 13, 2024  
REF# : HRD-SUP-24-A-039  
CC : NEWS./DC/file

Please be informed of the following **HOLIDAYS for 2025** base on Proclamation no.727:

**Regular Holidays**

New Year's Day	January 1 (Wednesday)
Araw ng Kagitingan	April 9 ( Wednesday )
Maundy Thursday	April 17
Good Friday	April 18
Labor Day	May 1 (Thursday)
Independence Day	June 12 ( Thursday )
National Heroes Day	August 25 (Last Monday of August)
Bonifacio Day	November 30 (Sunday)
Christmas Day	December 25 ( Thursday )
Rizal Day	December 30 (Tuesday)

**Special (Non-working) Days**

Ninoy Aquino Day	August 21, (Thursday)
All Saint's Day	November 1 (Saturday)
Feat of Immaculate Conception of Mary	December 8, (Monday)
Last day of the year	December 31, (Wednesday)

**Special (working) day**

Edsa People Power Revolution	February 25, (Tuesday)
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**Additional Special (Non-Working Days)**

Chinese New Year	January 29, (Wednesday)
Black Saturday	April 19
INC Founding Anniversary	July 27, (Sunday) (base from proclamation 729)
Christmas Eve	December 24 (Wednesday)
All Saint's Day Eve	October 31, (Friday)

The proclamation declaring national holidays for the observance of Eid'l Fitr and Aidul Adha shall hereafter be issued after the proximate dates of the Islamic holidays have been determined in accordance with the Islamic calendar (Hijra) or the lunar calendar, or upon Islamic astronomical calculations, whichever is possible or convenient. To this end, the National Commission on Muslim Filipinos (NCMF) shall inform the Office of the President on which day the holiday shall fall.

Moreover, please note that the "NO WORK, NO PAY" policy continues to apply to all Special Holidays, except for December 31, which is accounted for within the 313 paid working days. Additionally, in alignment with company tradition, Black Saturday, November 1, and December 24 are designated as additional regular holidays.

For your guidance.

 11.13.24  
Mamerta F. Tagle  
HR Supervisor

Noted/Approved by:

  
Oliver M. Filoteo  
CEO