

ASC Circular : **No. 2022-006**

Date : **November 21, 2022**

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

Subject : **ASC OPERATIONS ON NOVEMBER 30 AND DECEMBER 8 NON-WORKING HOLIDAYS AND CHRISTMAS BREAK**

Below, please find ASC’s schedule of operations during the November/December regular or special non-working holidays, as well as during the December holiday break.

ASC will not be accepting **Regular S1 Screening and/or S2 Clearing applications** via email to s1application@asc.com.ph and s2application@asc.com.ph and **Special S1 Screening and/or S2 Clearing Requests** via email to inquiry@asc.com.ph on said holidays.


Date	Event	ASC Operations	
Nov 30 (Wed)	National Heroes Day - Regular Non-Working Holiday	<ul style="list-style-type: none"> • No Regular and Special S1 Screening &/or S2 Clearing Applications • Applications and requests received during this day will be returned to sender before 7AM of Wednesday 1 December 2021 • No Responses to email queries and clarifications 	Dec 1 (Thu) <ul style="list-style-type: none"> • Resume Regular &/or Special S1/S2 Applications • Resume responses to email queries and clarifications
Dec 8 (Thu)	Immaculate Conception - Special Non-Working Holiday	<ul style="list-style-type: none"> • No Regular and Special S1 Screening &/or S2 Clearing Applications • Applications and requests received during this day will be returned to sender before 7AM of Friday, 9 December 2021 • No Responses to email queries and clarifications 	Dec 9 (Fri) <ul style="list-style-type: none"> • Resume Regular &/or Special S1/S2 Applications • Resume responses to email queries and clarifications

<p>Dec 21 (Wed)</p>	<p>Last day of ASC Operations</p>	<ul style="list-style-type: none"> • Will accept Regular or Special S1 Screening &/or S2 Clearing Applications • Will respond to email queries and clarifications 	<ul style="list-style-type: none"> • Dec 21 (Wed) Release of Special S1 Screening/ S2 Clearing results • Dec 22 (Thu) 7AM – 9AM Release of Regular S1 Screening/ S2 Clearing results
<p>Dec 22 (Thu) to Jan 2, 2023 (Mon)</p>	<p>Christmas Break</p>	<p>No operations</p>	
<p>Jan 3, 2022 (Tue)</p>	<p>Resume Operations</p>		<ul style="list-style-type: none"> • Resume Regular and Special S1 Screening &/or S2 Clearing Applications • Resume responses to queries and Clarifications

With the coming Christmas break, the ASC enjoins everyone to submit their materials for review early.

For your guidance and strict compliance.


Thank you and God bless us all.


 Ms. Digna D. Santos
 Executive Director


 Mr. Robbie A. Aligada
 Ad Content & Operations Manager


 Mr. Erwin O. Furagganan
 Compliance Manager

Noted by:


 Ms. Golda Roldan
 Chairwoman, ASC


 Ms. Blen M. Fernando
 President, ASC