

## CEBU EXTENSION OFFICE

# NOTICE

The Securities and Exchange Commission – Cebu Extension Office (SEC-CEO) will be closed to the public starting Monday, 29 June 2020, and until the end of enhanced community quarantine (ECQ) in Cebu City.

The SEC-CEO will be closed to facilitate disinfection of the office premises, after three employees and one utility worker tested positive in rapid antibody tests for COVID-19.

The employees and the utility worker are currently under strict home quarantine and will continuously be monitored by medical staff from the SEC Head Office in Manila. They shall also undergo confirmatory tests for COVID-19.

The three employees have been working from home since the third week of March, while the utility worker has only resumed working in the office since Cebu City was placed in general community quarantine (GCQ) on 2 June 2020. In addition, the third employee has also not reported for work since April since she is on maternity leave. All four have no history of travel abroad and no known exposure of confirmed positive COVID-19 cases, while only one of them experienced flu-like symptoms.

The SEC-CEO will implement all necessary health protocols consistent with the directives and guidelines from the Department of Health.

The SEC-CEO shall temporarily stop receiving printed reports such as Annual Financial Statements (AFS) and the General Information Sheet (GIS), and other documents, while it shifts to alternative work arrangements, in accordance with the guidelines issued by the Civil Service Commission.

For the time being, the public may send their queries, requests, and/or concerns to [seccebu@sec.gov.ph](mailto:seccebu@sec.gov.ph) or call (032) 416 9339 and (032) 253 5337.

For the information of the public.

29 June 2020