



Republic of the Philippines
Supreme Court
Manila

MEMORANDUM CIRCULAR No. 07-2020

**WORK SUSPENSION IN THE SUPREME COURT TO
CONDUCT DISINFECTION, CLEANING AND SANITATION OF
THE DIFFERENT BUILDINGS AND OFFICES**

WHEREAS, Memorandum Circular No. 04-2020 (Supreme Court Workplace Protocol) was issued on May 22, 2020 for the guidance of Justices, officials and employees of the Supreme Court to ensure their good health and well-being during the partial and full operation of the Court;

WHEREAS, under the work schedule and special arrangements in the Supreme Court, all offices therein began fully operational on June 1, 2020 from Monday to Friday (8:00a.m. to 4:30pm), although in a limited capacity by means of skeleton staff to ensure non-disruption of work operation in the Court;

WHEREAS, under its General Guidelines, different precautionary and safety measures are currently being implemented in the Supreme Court to reduce transmission of COVID-19 among the employees who are in the buildings and workplaces;

WHEREAS, in light of the increasing number of confirmed COVID-19 cases, it was recommended to conduct thorough disinfection, cleaning and sanitation of the different buildings and offices of the Supreme Court;

NOW, THEREFORE, a more thorough disinfection, cleaning and sanitation of the different buildings and offices of the Supreme Court is hereby ordered to be undertaken to minimize the possible spread of infection. To allow the disinfection process and activity to continue uninterrupted, the following shall be implemented:

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1. Disinfection, cleaning and sanitation of the different buildings and offices of the Supreme Court will start on Saturday, July 18, 2020 until Wednesday, July 22, 2020.
2. There will be suspension of work from July 20–22, 2020. Thus, the repeat Rapid Anti-Body Testing to all Justices, officials, employees and service providers will resume on Thursday, July 23, 2020.
3. The signing of the Roll of Attorneys for 2019 Bar Passers will continue, as scheduled.
4. Only **on-duty** personnel of the following offices will be authorized to report for work on July 20 to 22, 2020: Office of the Bar Confidant; Cash Collection and Disbursement Division, FMBO; Medical Services; Security Division, OAS; Maintenance Division, OAS.

Issued this 17th day of July, 2020.



DIOSDADO M. PERALTA
Chief Justice