



# MEMORANDUM – 2020-032

**TO** : THE TRADING PARTICIPANTS AND THE INVESTING PUBLIC  
**SUBJECT** : TEMPORARY CLOSURE OF CMIC'S OFFICES  
**DATE** : 28 NOVEMBER 2020

The offices of the Capital Markets Integrity Corporation ("CMIC") will be temporarily closed from 1 December 2020 (Tuesday) to 3 December 2020 (Thursday). The operations of CMIC nonetheless continue as its officers and employees have an alternative work arrangement.

For particular concerns, please refer to the following contact details:

Audit and compliance matters	<a href="mailto:acd@cmic.com.ph">acd@cmic.com.ph</a>	(+63)9673259479 (+63)9052725925
Investigation and enforcement matters	<a href="mailto:ied@cmic.com.ph">ied@cmic.com.ph</a> <a href="mailto:info@cmic.com.ph">info@cmic.com.ph</a>	(+63)9178545364
Surveillance matters	<a href="mailto:sd@cmic.com.ph">sd@cmic.com.ph</a>	(+63)9052725917 (+63)9673257507
Finance, human resources, and administrative matters	<a href="mailto:hradf@cmic.com.ph">hradf@cmic.com.ph</a>	(+63)9452066728

For investor/client concerns, please send an e-mail to [info@cmic.com.ph](mailto:info@cmic.com.ph), visit CMIC's website (<http://www.cmic.com.ph>), and/or call any of the following contact numbers: (+63)9178545364 and (+63)9673259479.

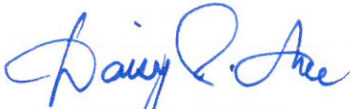
With regard to submission of reports or compliance with reportorial requirements, the same may be done via electronic mail, except for the bi-monthly RBCA reports, which may be submitted via iPSE.

For ongoing regular audits, the requested documents shall be submitted via e-mail to [lemansilungan@cmic.com.ph](mailto:lemansilungan@cmic.com.ph) and the e-mail addresses of the handling auditor/s, within the period previously given by CMIC. Related inquiries may be sent to the same e-mail addresses

As regards pending requests for list of beneficial owners and other material documents, copies thereof may be sent to the e-mail address/es of the assigned Surveillance Department analyst/s.

Finally, all informal hearings and exit conferences may be held via teleconferencing. Concerned parties shall be informed of the schedules and arrangements thereof.

For your information and/or compliance.



**DAISY P. ARCE**  
*President*

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