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## MEMO

To : All Staff & Parishioner  
From : The Management of CIC  
Date : 17<sup>th</sup> March 2020  
Subject : Office Closure

A per the announcement made by YAB Perdana Menteri at 10pm on 17<sup>th</sup> March 2020, Melacca Johore Diocese is committed to observing the **14 days** of movement control order.

In consideration of the precautionary measure to be taken as the COVID – 19 infection is increasing, our **parish office will be closed from 18<sup>th</sup> March till 31<sup>st</sup> March 2020** and will resume as normal on **1<sup>st</sup> April 2020**.

Please stay calm and safe. Let's pray for those infected by the COVID – 19 virus.



For urgent cases of **Anointing of the sick & Funeral** concerns, you may contact directly with the **Parish Priest Fr. Edward Rayappan at +6012 – 602 0454**.

For matters pertaining to **Baptism, Marriage**, kindly liaise with the parish administration office from **1<sup>st</sup> April 2020**. Please call at **07-224 3034**

Prepared by

Audrey Yong

CIC Administrator

Approved by

Fr. Edward Rayappan

Parish Priest of CIC