

## 2021 EMPLOYEE HEALTH, SAFETY AND WELFARE PROGRAMS

DATE	ACTIVITY
ALL YEAR ROUND	Periodic defogging/disinfection of the office warehouse premises to minimize spread of possible viruses
	Proper monitoring and inspection of standard health protocols to all employees and incoming visitor to the office/warehouse of the company
	Weekly distribution of face mask for employees at work
	HMO benefit program to all eligible employees
FEBRUARY	Proper waste disposal - Designated trash bins per floor
	Celebration of Chinese New year thru "tikoy" distribution
FEBRUARY AND MARCH	Mandatory 8 Hour Basic Occupational Safety and Health Standards Seminar
MARCH	Fire Prevention Month
MARCH - DECEMBER	Free Employee Shuttle services
MAY	Labor Day (Distribution of mini token to all employees)
JUNE	Established the Environment, Health and Safety (EHS) Department
	Optical Benefit Program - All regular employees who wear and use eyeglasses are eligible to avail (P2,000.00)
JULY - DECEMBER	Free shuttle services for employees scheduled for vaccination
JULY	Annual Physical Exam
OCTOBER	Trick or treat Activity - Guessing game
DECEMBER	Annual Celebration of Christmas Party
	Donation to Red Cross for Typhoon Odette - 600 bottled water (2 ltrs)