

Policy relating to Health, Safety and Welfare of Employees including Training

As stated in the Company's Employee Manual, in acknowledgement of the varying needs inherent in every individual, the Corporation endeavors to provide an environment where the holistic wellness of employees is nurtured and protected. The Corporation supports several wellness programs and maintains facilities that take care of the employees' well being. The Corporation likewise encourages its individual business units to develop and implement employee wellness programs of their own provided they are consistent with Corporation policies and guidelines.

The Corporation provides comprehensive health care service directed at prevention of disease protection from health hazards and maintenance of health. Programs are also implemented to identify personal risks to health and to detect diseases in the early and most treatable stages. The Corporation is also committed to improve the quality of life of its employees through healthy living and piloting of wellness initiatives to encourage employees to maintain active and healthy lifestyles. The Corporation also provides regular information on health to assist employees in making better decisions regarding their health condition as well as that of their dependents.

The Corporation also strives to protect its employees from harassment of any form. The Corporation actively implements mechanisms for dealing with such occurrences and ensures that it will act justly, swiftly and decisively in addressing such complaints. The Corporation is also committed to promote a work place that is free from drug abuse as it is detrimental to the health, safety and work performance of employees and poses risks to Corporation operations and product quality.

The Corporation seeks to have accident-free operations in all its offices and production facilities worldwide. The policy on safety is derived from principles, values, legal and regulatory requirements, and is operationalized through the implementation of standards of performance and well-documented standard operating procedures. These are further reinforced by regular installation audits and proactive education of the workforce.

The following are the Corporation's health care programs to protect employees and their dependents against financial burdens that come with illness or injury:

Health and Welfare Program - The employee and the Corporation share on a 50-50 basis in the healthcare program. The program will answer for the room and board, doctors' fees, surgical fees and miscellaneous expenses of eligible dependents, outpatient benefits, subject to certain limits.

The Corporation recognizes its responsibility to shape and develop the knowledge, skills and attitudes of its human resources in order to contribute to the professional development of its employees and maintain its competitive position.

The Corporation's training and education philosophy is defined in the following principles:

Business Contribution Training is anchored on the needs of the business and the impact on the Corporation's bottom line. Education and training help optimize the productivity and performance of the employees of the Corporation and enable them to contribute to the profitability of the Corporation.

Alignment of Needs. The Corporation's framework creates an environment where the employees have to opportunity to chart their own progress and development so long as these are supportive of the Corporation's strategic directions.

Holistic Development Education and training is holistic and comprehensive in content and approach. The Corporation develops the employee not just on technical or functional expertise but on work support skills and leadership/management. In terms of approach, the Corporation utilized traditional classroom, experiential and mentoring approaches to deliver training.

In support of the foregoing policies, the Corporation has an education benefit which provides assistance to employees who wishes to pursue further studies. The program covers training and seminars. The Corporation also extends loans to meet the educational requirements of the employees and their dependents.

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APPROVED BY:


ROY G. PADIERNOS
Chairman


JOY P. CARLOS
Director


JAN ADRIAN DL. PADIERNOS
Director


PERLA P. HUERTO
Director


GAY G. PADIERNOS
Director


MAY P. CARANDANG
Director


GEORGE J. REGALADO
Director


GREGORIO STA. ANA
Director

