

#### Re: Hanami Barbecue Party

From Jadesofia MASIGAN < Jadesofia. Masigan@swissotel.com >

Date Wed 3/12/2025 4:16 AM

To FORRESTER Steven <Steven.FORRESTER@swissotel.com>; David DELACRUZ <David.DelaCruz@swissotel.com>

Cc OGATA Naoki < Naoki.OGATA@swissotel.com>

Got it, Steve.

We'll be sure to direct future requests to you. However, a big thanks to David for his help!

Best regards,

JS

## Get Outlook for iOS

From: FORRESTER Steven < Steven.FORRESTER@swissotel.com>

Sent: Tuesday, March 11, 2025 5:57:45 PM

To: Jadesofia MASIGAN < Jadesofia. Masigan@swissotel.com>; David DELACRUZ < David. DelaCruz@swissotel.com>

Cc: OGATA Naoki < Naoki. OGATA@swissotel.com>

Subject: Re: Hanami Barbecue Party

Hi Jade,

Whilst I appreciate this request may have been acceptable in the past.

David's role is that of Food and beverage marketing. And as such please direct requests through myself prior to directly engaging the team. As we are still determining and questioning David's margins of productivity within his current scope, he should not be tasked with additional jobs from outside the department.

David's task list although very minimal, and he may have significant time to assist, in which food and beverage may look to reassign labor hours to a more productive operational space.

I understand that Marketing is a business support department and as such they may be better resourced to assist in the future.

I appreciate your understanding at this time.

Steve.

## Get Outlook for iOS

From: Jadesofia MASIGAN < Jadesofia. Masigan@swissotel.com>

Sent: Friday, February 28, 2025 11:03:55 AM

To: David DELACRUZ < David. DelaCruz@swissotel.com>

Cc: FORRESTER Steven <Steven.FORRESTER@swissotel.com>; OGATA Naoki <Naoki.OGATA@swissotel.com>

Subject: FW: Hanami Barbecue Party

Dear David,

As discussed, kindly help us with the upcoming Hanami Barbecue Party poster, like what you did last year ©



Many thanks in advance for your assistance.

# Best regards,

JS

I work flexible hours and it's convenient for me to email you now. Please understand that I do not expect you to reply or act outside of your working hours.

私はフレキシブルに仕事をしていますが今メールするのが都合がいいのです。あなたの勤務時間外の返信や行動は期待していないことをご理解ください。

ジェイド ソフィア マシガン Jade Sofia MASIGAN 人事部 部長 Director of Talent & Culture

From: Jadesofia MASIGAN < jadesofia.masigan@swissotel.com >

Sent: Thursday, February 27, 2025 12:42 PM

To: Swissotel Nankai Osaka Executive Committee <<u>SOS.ExecutiveCommittee.DL@Fairmont.com</u>>
Cc: OGATA Naoki <<u>Naoki.OGATA@swissotel.com</u>>; Edward LAT <<u>Edward.Lat@swissotel.com</u>>

Subject: RE: Hanami Barbecue Party

Dear ExCom,

We are excited to announce our Hanami Barbecue Party, scheduled on the following dates: **25 & 27 March 2025 (2-5pm)** at <u>Sumiyoshi Park.</u> The BBQ area is fully equipped and includes food and drinks, all covered by the hotel. We're also allowed to bring additional food and beverages from the hotel.

Heartists will be responsible for their own transportation. Sumiyoshi Park is approximately 9 minutes from Nankai Railway "Namba" Station to "Sumiyoshi-toriimae" Station. For those driving, paid parking is available near the park.

Please let us know if you have any concerns or suggestions. Otherwise, we will proceed with venue booking and participant registration. More details can be found at the link below:

## Sumiyoshi Park BBQ Info

Looking forward to a great event!

#### Best regards,

JS

I work flexible hours and it's convenient for me to email you now. Please understand that I do not expect you to reply or act outside of your working hours.

私はフレキシブルに仕事をしていますが今メールするのが都合がいいのです。あなたの勤務時間外の返信や行動は期待していないことをご理解ください。

ジェイド ソフィア マシガン Jade Sofia MASIGAN 人事部 部長 Director of Talent & Culture

From: Shane EDWARDS < <a href="mailto:Shane.Edwards@swissotel.com">Shane EDWARDS <a href="mailto:Shane.Edwards@swissotel.com">Shane EDWARDS <a href="mailto:Shane.Edwards@swissotel.com">Shane.Edwards@swissotel.com</a>

**Sent:** Friday, February 21, 2025 12:37:22 PM

To: Jadesofia MASIGAN < <u>Jadesofia.Masigan@swissotel.com</u> >; Swissotel Nankai Osaka Executive Committee < <u>SOS.ExecutiveCommittee.DL@Fairmont.com</u> >

Cc: OGATA Naoki < Naoki.OGATA@swissotel.com >; Edward LAT < Edward.Lat@swissotel.com >

Subject: RE: Hanami Barbecue Party

In general for me yes, however could we look at 2 dates to accommodate as many of our teams as possible?

Kind regards,

シェーン・エドワーズ Shane Edwards

総支配人 General Manager

# Swissôtel Nankai Osaka

スイスホテル南海大阪 5-1-60 Namba, Chuo-ku, Osaka 542-0076 Japan 大阪市中央区難波5-1-60

Tel: +81 (0) 6 6646 1111 | Fax: +81 (0) 6 6646 5201

Shane.Edwards@swissotel.com | swissotelnankaiosaka.com | swissotel.com | all.accor.com









This message is confidential, intended only for named recipient. If the reader of this message is not the intended recipient, you are notified that any distribution or copy of this message is strictly prohibited.

From: Jadesofia MASIGAN < <u>Jadesofia.Masigan@swissotel.com</u>>

Sent: Friday, February 21, 2025 12:23 PM

To: Swissotel Nankai Osaka Executive Committee <<u>SOS.ExecutiveCommittee.DL@Fairmont.com</u>>
Cc: OGATA Naoki <<u>Naoki.OGATA@swissotel.com</u>>; Edward LAT <<u>Edward.Lat@swissotel.com</u>>

Subject: Hanami Barbecue Party

Dear ExCom,

Hanami is just around the corner! Join us for a fun-filled day of delicious food, great company and spring vibes at Sumiyoshi Park

#### Proposed date is on Tuesday, 25 March 2025 (2-5pm). Please let us know if this works for you.

More details to follow.

Best regards,

JS

I work flexible hours and it's convenient for me to email you now. Please understand that I do not expect you to reply or act outside of your working hours.

私はフレキシブルに仕事をしていますが今メールするのが都合がいいのです。あなたの勤務時間外の返信や行動は期待していないことをご理解ください。

ジェイド ソフィア マシガン Jade Sofia MASIGAN 人事部長 Director of Talent & Culture

### Swissôtel Nankai Osaka

スイスホテル南海大阪

5-1-60 Namba, Chuo-ku, Osaka 542-0076 Japan

大阪市中央区難波5-1-60

Tel: +81 (0) 6 6646 5260 | Fax: +81 (0) 6 6648 5263

 $\begin{tabular}{l} $ \underline{\mbox{Jadesofia.Masigan@swissotel.com}} \ | \ \underline{\mbox{swissotel.com}} \ | \ \underline{\mbox{swissotel.com}} \ | \ \underline{\mbox{swissotel.nankaiosaka.com}} \ | \ \underline{\mbox{swissotel.com}} \ | \ \underline{\mbox{swis$ 







This message is confidential, intended only for named recipient. If the reader of this message is not the intended recipient, you are notified that any distribution or copy of this message is strictly prohibited.