



ASIAN LAND STRATEGIES CORPORATION

To : **ALL ASIAN LAND GROUP EMPLOYEES**
From : Human Resources and Admin Department
Date : December 16, 2022
Cc : MANCOM/ File
Ref./Rev : HRD-2022-036/Rev-000
Re : **ALSC CHRISTMAS FAMILY DAY 2022**

In the spirit of tradition and the joyous holiday season, we are pleased to announce that December 23, 2022 – Friday is declared as ALSC CHRISTMAS FAMILY DAY in our head office. We shall observe normal office hours but parent employees can bring their children to work this day.

REMINDERS TO ALL PARENTS / GUARDIANS:

1. Parent employees will be responsible to look after the welfare of their children at all times while making sure regular work operations are not affected and deliverables are met.
2. Kids should not be sick i.e. must not have flu like symptoms to join the event.
3. Kids should be wearing face mask at all times inside the office premises except when removing is necessary.
4. Parents are responsible to secure their own transportation as priority is given for employees to use the company shuttle service.

For your information and guidance.

Merry Christmas!

MON SASPA
Employee Engagement Officer

Noted by:

MA. SHEILA G. MANALO
Chief Human Resources Officer

Approved by:

JAVIER FELIPE E. QUINTOS
Chief Executive Officer