



## ASIAN LAND STRATEGIES CORPORATION

To : ALL EMPLOYEES  
From : Human Resources Department  
Re : FUN AT WORK DAYS  
Date : September 24, 2019  
Cc : Mancom/ All Section Heads & Spvrs / FILE  
Ref. No. : HRD-2019- 038/REV-000

Dear Asian Landers,

Let's continue to make our workplace a happier place!

The Fridays of October and November will be our Fun @ Work days.



on FRIDAYS  
OCTOBER - NOVEMBER  
4/5 ALCC - 3:30PM

**JOIN THE DIFFERENT  
WORKSHOPS AND HAVE FUN!**

\*refer to memo for more details or call ZOB and look for Mon

Special Workshop Classes are scheduled on the following dates:

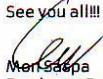
October 11 -	Basic Make-Up Class by Mary Kay
October 25 -	Beef Siomai and Dumpling Class (TESDA)
November 15 -	Soap Making and Gift Wrapping Class (TESDA)
November 22 -	Basic No Oven Baking Class (TESDA)
November 29 -	Basic Body Sculpting & Workout (JR Gym Coaches)


### GENERAL MECHANICS TO JOIN THE WORKSHOPS:


1. Each workshop will run from 3:30-5:00 PM and will have a maximum of 20-25 participants only.
2. Materials and ingredients needed will be provided for to participants. Participant will only have to bring own apron and hairnet, if ever.
3. We will have a general and simultaneous registration/ sign-up process which will be strictly on a first come, first served basis. Each employee can sign up for one workshop only to give fair chance for all to participate.
4. Since slots are paid for, no back outs, please. Substitutes welcome, in case.
5. For basic work out class, please come in proper exercise attire.
6. It will be the participants' responsibility to secure the permission of line manager to attend the class. It is understood that no workload/deliverable must be affected if one is to attend a class.

For any questions, please confer with any from the HR Team!

See you all!!!

  
Men Saspa  
Employee Engagement Officer

Noted by:   
Ms. Sheila A. Manalo  
Chief Human Resource Officer

Approved:   
Jacky L. Quintos  
Chief Executive Officer