



# ASIAN LAND STRATEGIES CORPORATION

To : **ALL CONCERNED**  
From : Human Resources and Admin Department  
Date : November 16, 2021  
Cc : MANCOM/ File  
Ref./Rev : HRD-2021-034/Rev-000  
Re : **PROTOCOLS CONCERNING FACE SHIELDS & EATING MEALS OR SNACKS**

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Pursuant with the announcement on the downgrading of Bulacan's quarantine classification to Alert Level 2 and IATF Resolution 148-D (S. 2021) on the use of face shield, the following protocols will be observed hereforward:

1. Use of face shield while inside or within all ALSC office and site premises, including when riding the shuttle services, will now be on Voluntary basis.
2. Meals may now be taken at own work stations , provided that it is a well ventilated area and one eats alone. Buffet meals and food sharing is still not allowed.

However, meals and snacks of FRONT LINER employees will still be taken at the Al Fresco Dining area located at the Executive Parking.

Apart from the foregoing, all previously established health protocols and safety policies will remain strictly enforced.

Please stay safe and healthy.

**MA. SHEILA G. MANALO**  
Chief Human Resources Officer

Noted by:

**JAVIER FELIPE E. QUINTOS**  
Chief Executive Officer