To : All Team Members

From : Atty. Angelique Margret T. Natividad
HR Director

RE: Usage of StaySafe App

Date: June 3, 2021

Mayor Beng Climaco issued Executive Order No. BC 657-2021 which is "The Zamboanga City COVID-19 Guidelines for Adopting Stay Safe PH Application". StaySafe PH is an application that can be downloaded in any app store of any smartphone. This app will be used by both the national and local government as official health condition reporting and contact tracing to assist the government in the fight against the spread of COVID-19.

With this, the LGU has required ALL CITIZENS to download and make use of StaySafe app upon entering, working or doing business in any private or public establishments. Upon entering the Unicon Building to report to work, all team members must scan the OR Code posted at the entrance.

The health checklist provided at the lobby should still be filled upon entering the building. We will let you know if the LGU decides to remove this requirement.

An infographic on how to download, register for, and use the StaySafe app will be sent out by HR for team members' guidance and posted in different areas of the building. For those who do not have smartphones, a printed QR Code must be presented to the assigned SO upon entering the building. Please let us know and we will assist you with getting the OR Code.

Effective June 14, 2021, Team Members will not be allowed to enter the building without scanning the QR Code provided at the entrance of the building.

HR welcomes any concerns and questions regarding how to register for and use the app. Please approach M'Ira or M'Monique for concerns and questions or you may call them thru their contact numbers **09050646253** or **09173086376.** Or simply call 991-9936.

Thank you!