

TO : All SJI Employees
FROM : Human Resources Department
RE : Notice of Preventive Suspension
DATE : December 31, 2022

Please be informed that **Ms. Gemma P. Gimeno**, assigned at Kapatagan (whose picture appears below) is placed under **Preventive Suspension** effective January 01, 2023, due to an alleged violation of article V section/s 5.3.1 (a) and Article 297(282) of the Labor Code of the Philippines which states:

a. Theft. Includes taking out of property or money of any amount without written authorization from the proper persons;

Art. 288. Termination by Employer – An employer may terminate an employment for any of the following reasons:

a. Serious misconduct or willful disobedience by the employee of the lawful orders of his employer or representative in connection with his work;

b. Gross and habitual neglect by the employee of his duties;

c. Fraud or willful breach by the employee of the trust reposed in him by his employer or duly authorized representative;

d. Commission of a crime or offense by the employee against the person of his employer or any immediate member of his family or his duly authorized representatives; and

e. Other causes analogous to the foregoing.”



Based on the incident report dated December 31, 2022, she was caught on CCTV of Prince Hypermart Kapatagan Department Store shoplifting a

Thus, the EC involved is not authorized to make any transaction on behalf of Sophia Jewellery, Inc., nor can they represent the company in any aspect until an investigation and a hearing have been conducted, and a decision arrived at by the hearing committee.

Another announcement shall be issued soon after the Committee comes to a decision regarding the case and the said employee is notified.

For your information and guidance.

Thank you,



Atty. Angeline Margret T. Natividad
HR Director