



**R DE JUAN CONSTRUCTION
AND DEVELOPMENT SERVICES**

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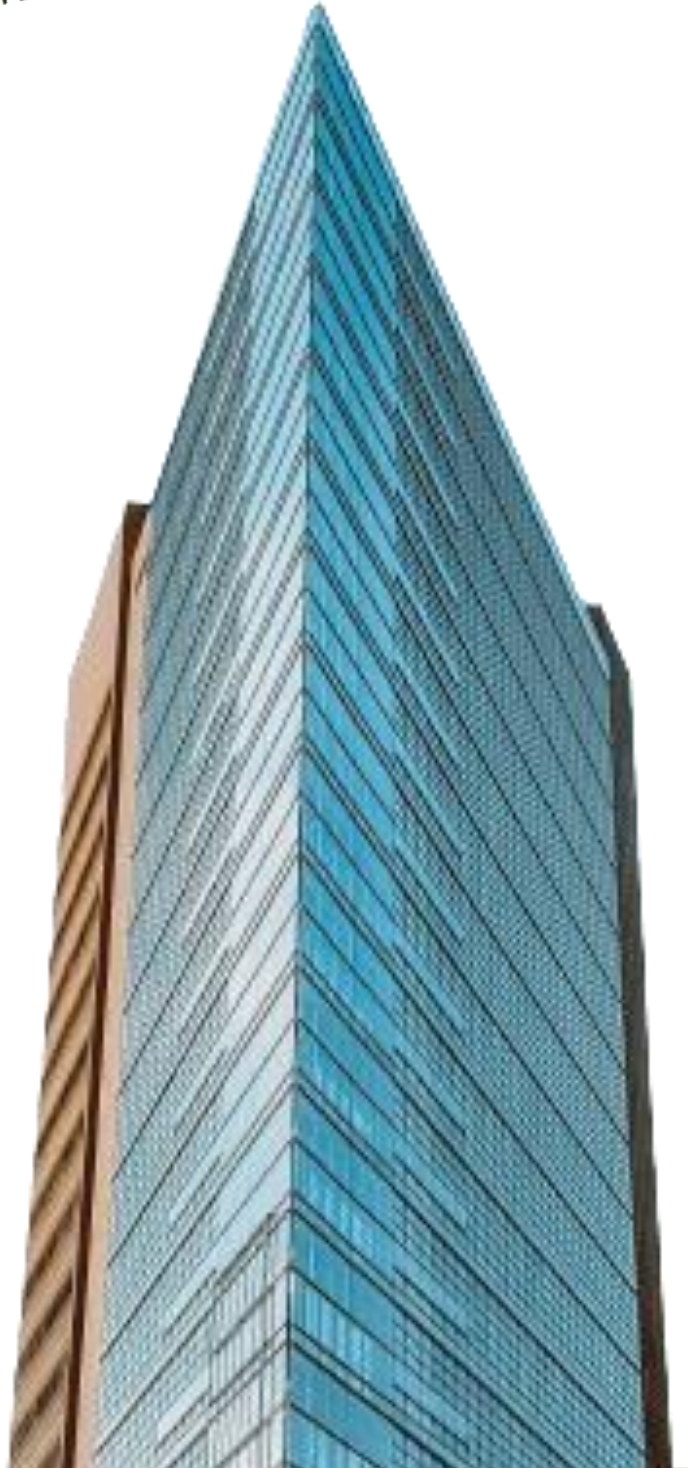


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GENERAL INFORMATION

GENERAL INFORMATION

Name:	R DE JUAN CONSTRUCTION AND DEVELOPMENT SERVICES
Main Office Address:	Camia St. Brgy. Bubukal Sta. Cruz, Laguna
Type of Partnership:	Singe Proprietorship

PERSON MANAGING THE AFFAIRS OF THE ORGANIZATION

Engr. Rodulfo A. De Juan	President/General Manager
Marifel B. Pabilonia	Vice President
Gian Idwaly P. Limuaco	Project Manager
Engr. Albert Bathan	Project Manager
Engr. Alfred Santos	Project Engineer
Engr. Megan P. Madla	Site Engineer
Colegio S. Gascon	Sales Marketing
Novie B. Pabilonia	Sales Marketing
Arch. Jeferson Padian	Architect Designer
Engr. Ledor I. Ducusin	Surveyor
Atty. Balagtas Ilagan	Legal Consultant

Atty. Wilfredo Alvendia

Legal Consultant

HISTORY OF THE COMPANY

HISTORY

R DE JUAN CONSTRUCTION AND DEVELOPMENT SERVICES was opened for business last January, 2005. It was connected in the quarrying and supplying all kinds of construction materials in nearby cities and nationwide. The company is being operated by its general manager Engr. Rodolfo A. De Juan.

R DE JUAN CONSTRUCTION AND DEVELOPMENT SERVICES had thirty employees including drivers, helpers, office staffs, and messengers. It also has different equipment's for quarrying and dump trucks for delivery of different materials.

This company was established to links either domestic or international institutions of known credible goodwill and pronounced reputation. These infrastructures carefully developed through the year, now serves as a firm foundation that support the company to attain its reputations as one of the trusted construction firms in the country today.

COMPANY BACKGROUND

COMPANY BACKGROUND

The company, R DE JUAN CONSTRUCTION & DEVELOPMENT SERVICES, has committed itself to engage in general construction and other allied business including the constructing, enlarging, repairing, removing, developing or otherwise engage in any work in buildings, roads, highways, manufacturing bridges, piers, mines, shafts water-works, railroads, railways structures, and among others.

Participate in all facets of constructions, development, promotion and growth of government and private infrastructure program.

R DE JUAN is a domestic company duly registered with the Department of Trade & Industry (DTI)

OUR COMMITMENT

OUR COMMITMENT

As a Business Entity, we sought to open doors of opportunity to the enhancement of human life by providing basic services to both in private and public sectors. As a Construction Company, we aim to serve our clients with commitment and honestly utilizing the best resources and technology available.

As a Realty Company, we are conscious of our social responsibility to become a unique provider of "Homes" we have always understood that homeless society is without foundation and will disintegrate into nothingness law enforcement cannot safeguard the country if too many people are left homeless.

As an Employer, we recognize that people are best assets. We aim to develop skills and abilities by giving them opportunities for professional growth and satisfaction.

MESSAGE

MESSAGE

Setting a company in the midst of financial in the 2000 s necessitates not only enormous capital but also more importantly gigantic resolve.

Nevertheless, because it has always been in our heart to do business not only for profit but likewise contribute to nation building and to provide business opportunities to many Filipinos nationwide. We strengthen our company's outlook to carry on, entering this exciting realm despite going against all diversity.

As a business entity, we hope to achieve the thrust of many having the status of a company known for its COMMITMENT AND HONESTY.

In defiance of the odds of economic suffering, the business continues to prosper, fitting to our partner's continuing trust on us and the unceasing dedication and hard work of our worthy employees.

Our achievements shall be measured not on the number and size of projects, we shall undertake. Neither on the number of profits gained, on how we behave with our projects to the contentment of our customers. With our highly trained professional and technical staff, we are more than ready to face extra challenges.

Thus, in our desire to provide viable business opportunities, we guarantee to continually work maintaining a reputable image and services in the field of construction, which R DE JUAN offers to a growing list of clients.

These we do for.....ONE SIMPLE REASON-- at R DE JUAN "We do our best and GOD will do the rest".



ENRG. RODULFO A. DE JUAN
PRESIDENT

DTI CERTIFICATION



This certifies that

R. DE JUAN CONSTRUCTION & DEVELOPMENT SERVICES
(Regional)

REGION 3 (CENTRAL LUZON)

is a business name registered in this office pursuant to the provisions of Act 3883, as amended by Act 4147 and Republic Act No. 863, and in compliance with the applicable rules and regulations prescribed by the Department of Trade and Industry.

This certificate issued to

RODULFO AZARCON DE JUAN

- is valid from 21 February 2019 to 21 February 2024 subject to continuing compliance with the above-mentioned laws and all applicable laws of the Philippines, unless voluntarily cancelled.

In testimony whereof, I hereby sign this

**Certificate of
Business Name Registration**

and issue the same on this 21st day of February 2019 in the Philippines.


RAMON M. LOPEZ
Secretary

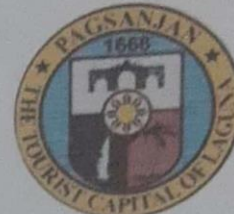
Certificate No. 05863003

This certificate is not a license to engage in any kind of business and valid only at the scope indicated herein.

TRN 9511830



Republic of the Philippines
Province of Laguna
Municipality of Pagsanjan
BARANGAY PINAGSANJAN



Control No. 0002

OFFICE OF THE BARANGAY CAPTAIN

BUSINESS CLEARANCE

To Whom It May Concern;

The applicant Pabilonia, Marifel Ballarbare of Brgy. Pinagsanjan Pagsanjan, Laguna, 61 years old, Single, is in Good Moral Character, requested a BUSINESS CLEARANCE for the purpose of his/her Const. Devt. Services



Right thumbmark

Since the applicant has never violated any Ordinance or any Regulations of this Barangay his/her requested Barangay Clearance is hereby granted.

Given at Barangay Pinagsanjan, Pagsanjan, Laguna thi3rd day of January 2022

SIGNATURE

KAGAWAD

Hon. Ma. Corazon Q. Caballes
Hon. Carlos Plaridel M. Sacuti
Hon. Emelita S. Caballes
Hon. Amante E. Maceda
Hon. Arnel R. Allano
Hon. Mica Carla A. Guerrero
Hon. Enrico J. Aguirre

Paid Under O.R.	<u>9880702</u>
Amount Paid	<u>pHP 1,050</u>
CTC No.	<u>5154587</u>
Place of issue	<u>Pagsanjan, Laguna</u>
Date issued	<u>01/03/22</u>

SK CHAIRWOMAN

Hon. Kyra Leigh C. Ablis

Verified by:


Angelita F. Villanueva
Secretary

Isabelita B. Escleta
Treasurer

Approved by


Hon. Emerita Q. Allano
Barangay Captain
Barangay Pinagsanjan
Pagsanjan, Laguna

Note: Not valid without OR and Official Seal



Republic of the Philippines
Municipality of Pagsanjan
 The Tourist Capital of Laguna

OFFICE OF THE MAYOR
BUSINESS PERMIT AND LICENSE OFFICE



MAYOR'S PERMIT TO OPERATE

DISPLAY IN PLAIN VIEW FOR INSPECTION

PERMIT No. 2022-0814	BUSINESS REG. PLATE No. PCMT-1326-2022	GROSS SALES 66,194.00	FEE PAID 8,224.00
DATE ISSUED 3/7/2022	DATE EXPIRES 12/31/2022	OFFICIAL RECEIPT No. 432761	DATE PAID 3/7/2022


TAXPAYER'S NAME and CITIZENSHIP
RODULFO A. DE JUAN / FILIPINO


BUSINESS NAME
R. DE JUAN CONSTRUCTION & DEVELOPMENT SERVICES

NATURE OF BUSINESS
REAL ESTATE DEVELOPER


ADDRESS
SITIO CUBAO, BRGY. PINAGSANJAN, PAGSANJAN, LAGUNA

This permit is non-transferable and will be revoked anytime for violation of any existing ordinances, rules and regulations, laws and other provisions of the Revised Revenue Code of Pagsanjan, Laguna.
VALID ONLY AT THE BUSINESS ADDRESS INDICATED HEREIN.






Hon. Mayor Dr. PETER CASTUS M. TRINIDAD
Public Servant



Republic of the Philippines
Municipality of Pagsanjan
 The Tourist Capital of Laguna



OFFICE OF THE HEALTH OFFICER

SANITARY PERMIT TO OPERATE


DISPLAY IN PUBLIC VIEW FOR INSPECTION

SANITARY PERMIT No. <div style="text-align: center; font-size: 1.2em;">599</div>	DATE ISSUED <div style="text-align: center;">MARCH 30, 2022</div>	DATE OF EXPIRATION <div style="text-align: center;">DECEMBER 31, 2022</div>
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REGISTERED BUSINESS NAME / TRADE NAME AND BUSINESS ADDRESS <div style="text-align: center;"> R. DE JUAN CONSTRUCTION & DEVELOPMENT SERVICES SITEO CUBAO BARANGAY PINAGSANJAN PAGSANJAN, LAGUNA </div>
NATURE OF BUSINESS / TYPE OF ESTABLISHMENT <div style="text-align: center;">REAL ESTATE DEVELOPER</div>
REGISTERED OWNER'S NAME AND OWNER'S ADDRESS <div style="text-align: center;"> RODOLFO DE JUAN BY MARTEL PABILONIA BARANGAY PINAGSANJAN PAGSANJAN, LAGUNA </div>

This permit is non-transferable and will be revoked anytime for violation of the Sanitary Rules and Regulations, Laws and other provisions of Presidential Decree No. 522 and 856 and pertinent local Ordinances.

VALID ONLY AT THE BUSINESS ADDRESS INDICATED HEREIN.



DR. LYRA LERON TORRES
Municipal Health Officer



CARMELA JAVERINA
Sanitary Inspector

Hon. Mayor Dr. PETER CASIUS M. TRINIDAD
Public Servant

Taxpayer's Copy

CDR CHECKLIST OF DOCUMENTARY REQUIREMENTS
F1101
 REVISED JAN 2020 QF-11-04.2020.00

**BUREAU OF
INTERNAL REVENUE**

APPLICATION FOR REGISTRATION

SELF-EMPLOYED INDIVIDUALS, ESTATES AND TRUSTS

IMPORTANT:

- Processing of transactions commences only upon submission of complete documents. **INCOMPLETE REQUIREMENTS WILL BE RETURNED TO APPLICANT/WILL NOT BE PROCESSED.**
- Mark "✓" for submitted documents and "X" for lacking documents.

FOR SOLE PROPRIETOR, PROFESSIONALS, MIXED INCOME EARNERS

- ☐ 1 BIR Form No. 1901 version January 2018 (2 originals);
- ☐ 2 For Sole Proprietor/Professionals not regulated by the Professional Regulation Commission (PRC):
 - Any government-issued ID (e.g. Birth Certificate, passport, driver's license, Community Tax Certificate) that shows the name, address, and birthdate of the applicant. In case the ID has no address, any proof of residence or business address: (1 photocopy) or
 - In case of the practice of profession regulated by PRC:
 - Valid PRC ID and government ID showing address or proof of residence or business address. (1 photocopy)

Note: IDs shall be presented and should be readable, untampered and contains consistent information with the documents submitted upon application.
- ☐ 3 ☐ BIR Printed Receipt/Invoice (Available for sale at the New Business Registrant Counter); or
☐ Final & clear sample of OWN Principal Receipts Invoices (1 original)
 (Sample layout is also available at the New Business Registrant Counter).

Note: In case taxpayer-applicant will opt to print its own receipts/invoices, taxpayer-applicant should choose an Accredited Printer who will print the receipts/invoices.
- ☐ 4 Payment of P530.00 if applicable for the following:
 - P500.00 Registration Fee (RF);
 - P30.00 Loose Stamp/s (DST) to be affixed on the Certificate of Registration.

Note: If the Registration Fee of P500.00 was already paid, the proof of payment (1 photocopy) shall be submitted.

Additional documents, if applicable:

- ☐ 1 If transacting through a Representative:
 - Special Power of Attorney (SPA); (1 original)
 - Any government-issued ID of the authorized representative; (1 photocopy)
- ☐ 2 DTI Certificate (if with business name); (1 photocopy)
- ☐ 3 Work Visa (9g) for Foreign Nationals; (1 photocopy)
- ☐ 4 Franchise Documents (e.g. Certificate of Public Convenience) (for Common Carrier); (1 photocopy)
- ☐ 5 Trust Agreement (for Trusts); (1 photocopy)
- ☐ 6 Death Certificate of the deceased (for Estate under judicial settlement); (1 photocopy)
- ☐ 7 Certificate of Authority, if Barangay Micro Business Enterprises (BMBE) registered entity; (1 photocopy)
- ☐ 8 Proof of Registration/Permit to Operate BOI/BOI-ARMM, PEZA, BCDA, TIEZA/TEZA, SBMA, etc; (1 photocopy)

Submitted by: Martin Palatino Date: 3/9/22
 Name of Taxpayer/Representative

Received by: _____ Date: _____
 Officer

Return of Document/s
 Upon preliminary evaluation of the completeness of the application and its supporting documents, the applicant has been informed of the identified lacking documentary requirement/s (marked "X") above for completion or resubmission of application.

 Evaluator/Officer Return Date of Document/s: _____

Acknowledgment by the applicant:
 I _____ of legal age, hereby acknowledge the identified lacking documentary requirement/s (marked "X") and understand that pursuant to the IRR of RA 11032 otherwise known as "Ease of Doing Business and Efficient Government Service Delivery Act of 2018", the government office or agency shall not process deficient or incomplete applications or requests.

Republic of the Philippines
Department of Finance
Bureau of Internal Revenue

Application for Registration

BIR Form No. **1901**
January 2018 (ENCS)

For Self-Employed (Single Proprietor/Professional),
Mixed Income Individuals, Non-Resident Alien
Engaged in Trade/Business, Estate and Trust
Fill in all applicable white spaces. Mark all appropriate boxes with an "X".

TIN to be assigned, if applicable (To be filled in by BIR)

Part I – Taxpayer Information

1 PhilSys Number (PSN) _____

2 Registering Office
☐ Head Office ☐ Branch Office

3 BIR Registration Date
(To be filled up by BIR) _____

4 Taxpayer Identification Number (TIN)
(For Taxpayer with existing TIN) _____

5 RDO Code
(To be filled up by BIR) _____

6 Taxpayer Type

☒ Single Proprietorship Only (Resident Citizen)
☐ Resident Alien – Single Proprietorship
☐ Resident Alien – Professional
☐ Professional – Licensed (PRC, IBP)
☐ Professional – In General
☐ Professional and Single Proprietor
☐ Mixed Income Earner – Compensation Income Earner & Single Proprietor

☐ Mixed Income Earner – Compensation Income Earner & Professional
☐ Mixed Income Earner – Compensation Income Earner, Single Proprietorship & Professional
☐ Non – Resident Alien Engaged in Trade/Business
☐ Estate – Filipino Citizen
☐ Estate – Foreign National
☒ Trust – Filipino Citizen
☐ Trust – Foreign National

7 Taxpayer's Name (If Individual) (Last Name) (First Name) (Middle Name) (Suffix) (Nickname)
DE JUAN **RODOLFO** **ALARCON** **Rod**

(If ESTATE, ESTATE of First Name, Middle Name, Last Name, Suffix) (If TRUST, FIDUCIARY, First Name, Middle Name, Last Name, Suffix)

8 Gender ☒ Male ☐ Female

9 Civil Status ☐ Single ☐ Married ☐ Widower ☐ Legally Separated

10 Date of Birth/Organization Date (In case of Estate/Trust) **00-25-1900-7**

11 Place of Birth **Pasay City**

12 Mother's Maiden Name **Lorita Alarcon**

13 Father's Name **Salvador DE JUAN**

14 Citizenship **Filipino**

15 Other Citizenship _____

16 Local Residence Address
 Unit/Floor/Floor Subtype Building Name/Tower Lot/Block/Phase/House No. Street Name Subdivision/Village/Zone
John Cubao **Pinagayatan** **Pagayan** **Laguna**
 Barangay Town/City Municipal/County Province ZIP Code

17 Business Address
 Unit/Floor/Floor Subtype Building Name/Tower Lot/Block/Phase/House No. Street Name Subdivision/Village/Zone
John Cubao **Pinagayatan** **Pagayan** **Laguna**
 Barangay Town/City Municipal/County Province ZIP Code

18 Foreign Address **N/A**

19 Municipality Code (To be filled up by BIR) _____

20 Purpose of TIN Application _____

21 Identification Details (e.g. passport, government issued ID, company ID, etc.)
 Type ID Number Effective Date (MM/DD/YYYY) Expiry Date (MM/DD/YYYY) Issuer Place/Country of Issue
Thandi meuse **0321201A** **BIR Hongkong** **Pasay, Manila**

22 Preferred Contact Type
☐ Landline Number ☐ Fax Number ☐ Mobile Number Email Address (required)
N/A **N/A** **0272668838** **ROJUANCONSTRUCTION.com**

23 Are you availing of the 8% income tax rate option in lieu of Graduated Rates? ☐ Yes ☒ No

PART II – Spouse Information

24 Employment Status of Spouse ☐ Unemployed ☐ Employed Locally ☐ Employed Abroad ☐ Engaged in Business/Practice of Profession

25 Spouse Name (Last Name) (First Name) (Middle Name) (Suffix)

26 Spouse TIN

27 Spouse Employer's Name (Last Name, First Name, Middle Name, if individual; Registered Name, if Non-individual)

28 Spouse Employer's TIN

PART III – Authorized Representative

29 Relationship Name (For Authorized Representative)
 If Individual (Last Name) (First Name) (Middle Name) (Suffix)
Palatino **Man** **Palatino**

If Non-Individual (Registered Name)

R DE JUAN CONSTRUCTION AND DEVELOPMENT SERVICES

Page 3 - BIR Form No. 1201

Part VI - Authority to Print

40 Authority to Print Receipts and Invoices

40A Printer's Name _____ **40B Printer's TIN** _____

40C Printers Accreditation Number _____ **40D Date of Accreditation (mm/dd/yyyy)** _____

40E Registered Address

Unit/Room/Floor/Building _____ Building Name/Tower _____ Sublot/Phase/Project No. _____ Street Name _____ Subdivision/Village/Zone _____

Barangay _____ Town/City _____ Municipality _____ Province _____ ZIP Code _____

40F Contact Number _____ **40G E-mail Address** _____

40H Manner of Receipts/Invoices ☐ Bound ☐ Loose Leaf ☐ Others _____

40I Descriptions of Receipts and Invoices (Additional Sheets if Necessary)

Description	TYPE				NO. OF SETS PER BOX / BOOKLET	NO. OF COPIES PER SET	SERIAL NO.	
	WAY	NO. OF SETS	LOOSE	BOUND			START	END
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Part VII - For Employee with Two or More Employers (Multiple Employments) Within the Calendar Year

41 Type of Multiple Employments ☐ Successive employments (with previous employment within the calendar year) ☐ Concurrent employments (with two or more employers at the same time with the calendar year)

(If successive, enter previous employer's TIN and calendar year) _____ Previous and Concurrent Employments During the Calendar Year _____

41A Name of Employer _____ **41B TIN of Employer** _____

41C Name of Employer _____ **41D TIN of Employer** _____

42 Declaration
I declare, under the penalties of perjury, that this application has been made in good faith, verified by me and to the best of my knowledge and belief, is true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under the authority thereof. Further, I give my consent to the processing of my information as contemplated under the "Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes.

Employer/Authorized Representative
(Signature over Printed Name)

Part VIII - Primary/Current Employer Information

43 Type of Registered Office ☐ Head Office ☐ Branch Office **44 TIN** _____ **45 RDO Code** _____

46 Employer Name If Individual (Last Name) _____ (First Name) _____ (Middle Name) _____ (Suffix) _____

If Non-Individual (Registered Name) _____

47 Employer Address

Unit/Room/Floor/Building _____ Building Name/Tower _____ Sublot/Phase/Project No. _____ Street Name _____ Subdivision/Village/Zone _____

Barangay _____ Town/City _____ Municipality _____ Province _____ ZIP Code _____

48 Contact Details

Landline Number _____ Fax Number _____ Mobile Number _____ Email Address (required) _____

49 Relationship Start Date (mm/dd/yyyy) _____ **50 Municipality Code (To be filled up by BIR)** _____

51 Declaration
I declare, under the penalties of perjury, that this application has been made in good faith, verified by me and to the best of my knowledge and belief, is true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, I give my consent to the processing of my information as contemplated under the "Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes.

EMPLOYER/AUTHORIZED REPRESENTATIVE
(Signature over Printed Name)

ADON Finanz
(Title/Position of Signatory)

Stamp of BIR Receiving Office and Date of Receipt

Part IX - Payment Details

52 For the Year _____ **53 Date of Payment (mm/dd/yyyy)** _____ **54 ATC** _____ **MC180** _____

55 Tax Type RF **56 Manner of Payment** REGISTRATION FEE **57 Type of Payment** FULL PAYMENT

58 Registration Fee _____ **58A** _____

59 BIR Printed Receipts / Invoices _____ **59A** _____

60 Add: Penalties / Surcharge Interest _____ Compromise _____

60A _____ **60B** _____ **60C** _____ **60D** _____

61 Total Amount Payable (Sum of Items 58A, 59A and 60D) _____

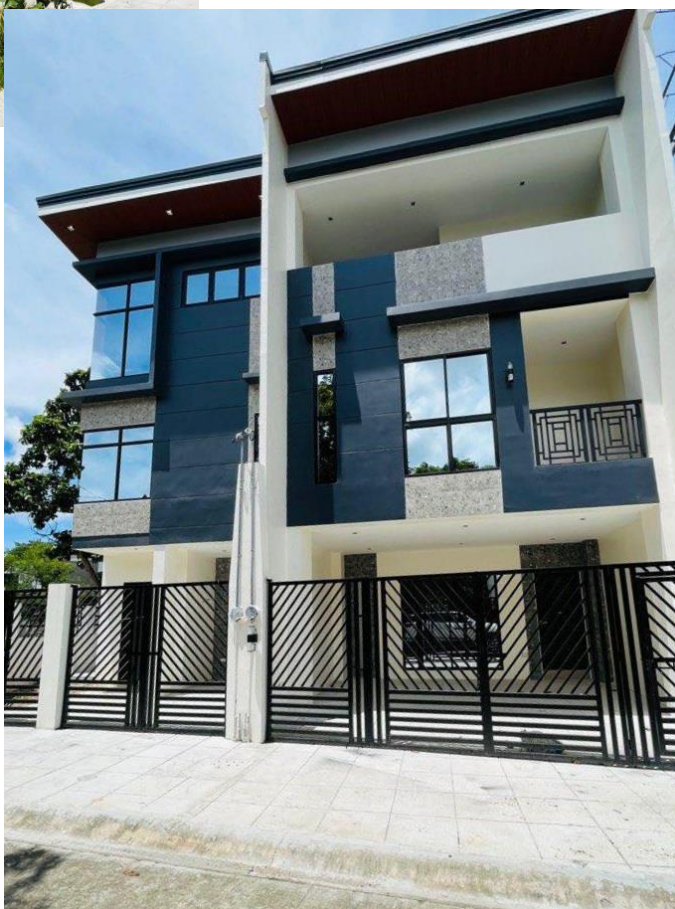
*NOTE: The BIR Data Privacy Policy is in the BIR website (www.bir.gov.ph)

LIST OF CLIENTS

LIST OF CLIENTS

- A. FIL-ESTATE
- B. STA. LUCIA
- C. NHA HOUSING PROJECT
- D. DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS (DPWH)
- E. SILANG CAVITE QUARRYING
- F. COASTAL, CAVITE RECLAMATION PROJECT
- G. MALABON RECLAMATION PROJECT
- H. COUNTRYSIDE PABAHAY FOUNDATION INC.
- I. LEGASPI TOWER
- J. TPLEX
- K. MANILA WATER









CLUBHOUSE IN MARILAO BULACAN AND STA.
ROSA CITY LAGUNA



TWO-STOREY RESIDENCE
GREEN VALLEY BAGUIO
CITY



TWO-STOREY
RESIDENCE DON
ANTONIO HTS. Q.C.



TWO_STOREY
RESIDENCE FOGGY
HILLS BAGUIO CITY

LIST OF EQUIPMENTS

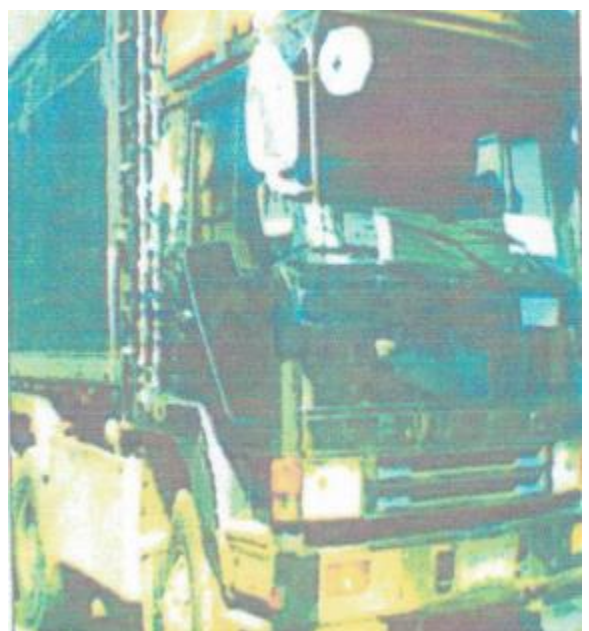
LIST OF EQUIPMENTS

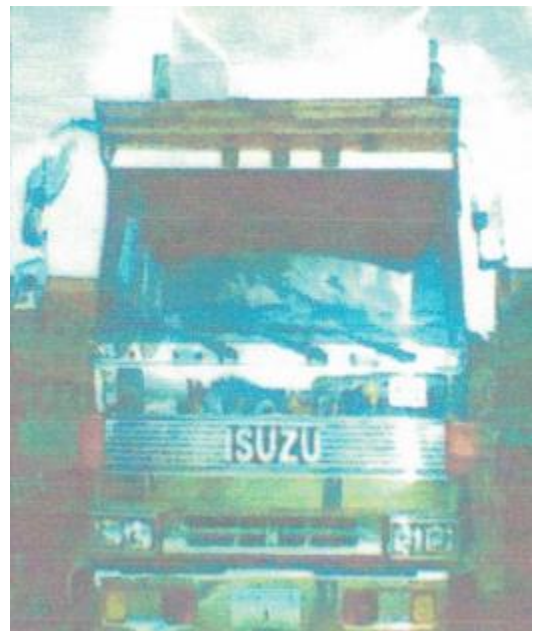
- BACKHOE
 - 2 UNITS OF KOMATSU PC-200
 - 2 UNITS OF KUBELCO YUTANI
- BULLDOZER
 - 2 UNITS OF CATERPILLAR D&H
- LOADER
 - 75B TCM
- DUMPTRUCKS
 - 15 UNITS ISUZU
- MOTORIZED GRADERS
 - MITSUBISHI LG2H 125
- VIBRATORY COMPACTORS SA 25
- BAGGER CONCRETE
- DRILLING & BREAKER HAMMER











GENERAL POLICY

STATEMENT OF GENERAL SAFETY POLICY

It is the company policy to ensure the health and safety of all employees and workers in the office and construction site. To this measure, the company will always abide the rules and regulations of safety procedures and manuals applicable in this area.

Every employee or worker will be oriented about the hazards of the operations/construction and the company will provide all the necessary equipment and materials in order that they may perform their duties and responsibilities safely.

The company adopts the policy of SAFETY FIRST in any undertaking and shall all other works be structured around this factor.

That all employees should strictly implement and follow the SAFETY-FIRST policy set forth by the company so as not to expose oneself to danger and not to be a danger to others as well

TABLE CHART OF SAFETY POLICY

TABLE CHART OF SAFETY POLICY

SAFETY POLICY MANUAL

INTRODUCTION

CONSTRUCTION SAFETY AND HEALTH PROGRAM

OBJECTIVES

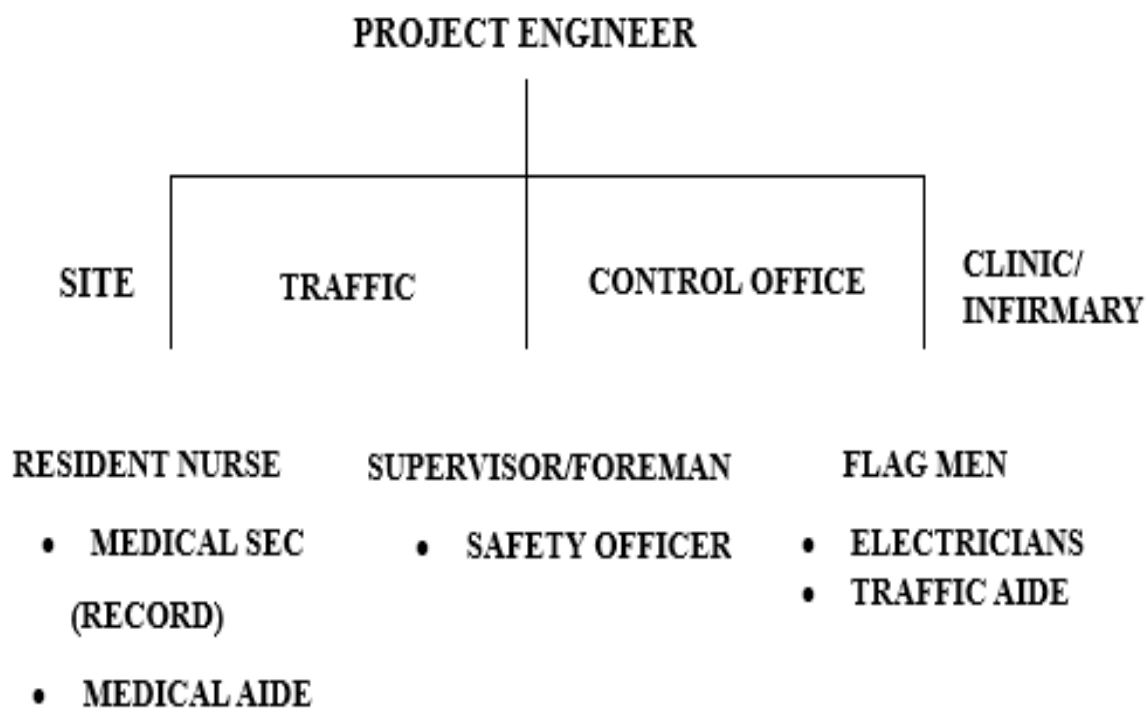
APPLICATION AND RESPONSIBILITY

SITE SAFETY/SECURITY RULES AND REGULATIONS

SAFETY VIOLATION REPORT

ORGANIZATIONAL CHART SAFETY DEPARTMENT

ORGANIZATIONAL CHART SAFETY DEPARTMENT



SAFETY POLICY MANUAL

SAFETY POLICY MANUAL INTRODUCTION

I. INTRODUCTION

The management of R De Juan Construction and Development Services considers no phase of its operations or administration of greater importance than accident prevention. To accomplish this goal, it is therefore necessary that an effective and understandable safety policy be stated and enforced.

The company places the responsibility for workplace safety at all levels of management and on each employee. Each member of the group team must work towards achieving the goal of a safe and healthy workplace.

It is in the interest of safety that we dedicate ourselves to providing the highest levels of performance in safety, fire protection, and occupational health consistent with the Occupational Safety and Health Standards (OSHS) and nationally recognized standards.

Safety shall be an integral part of each job and each personnel shall be responsible for the safety phase of his work just as much as any other people.

The success of R DE JUAN Construction and Development Services program requires the combined efforts of the management supervisions teams and employees. We want our operations to be among the SAFEST and ZERO LOST AN HOUR in the construction industry. That goal can only be achieved if every person contributes to this team effort.

II. CONSTRUCTION SAFETY AND HEALTH PROGRAM COMPANY POLICY

- A. The company believes that the safety policy manual will serve as guide to every employee and other concerns related to the company in maintaining safe attitude by including safety consciousness and impose corresponding penalties for violation of construction safety program as embodied in the manual.

It is the basic responsibility, therefore, of every employee to ensure the safety of fellow individuals as part of their daily activities,

- B. The Project Manager plays the key role in the overall implementation of safety practices and policies in the site. He will be responsible in observing and maintaining specific safety policies on the construction site, including the frequency of any person responsible for conduction toolbox and gang meeting. Persons responsible for orienting, instructing and training all workers at the site regard to construction safety and health program.

- C. Zero accident on a particular site means man-hour lost, thus safety award is given to this to compensate their initiatives in safeguarding the contents of the program.

III. OBJECTIVES

- A. To make every employee to understand the importance of Construction Safety and Health Program by introducing and promoting various guidelines, methods and procedures.
- B. Organize and conduct seminars about the Construction Safety and Health Program.
- C. Create and establish Safety and Health Committee responsible for the implementation of this program for the needs of every employee as well as the concern of the surrounding environment.
- D. Protect the public from any accident and the hazard of construction practices throughout the duration of the project.
- E. To fulfil the commitment of providing and maintaining a clean and safe working environment at all times.

IV. APPLICATION AND RESPONSIBILITY

- A. Every employee shall be responsible for the strict adherence to the rules as contained in the manual particularly to those in line to his duties. Ignorance or unawareness will not be accepted as an excuse for any violation resulting from non-practices of the Safety Rules and Regulations.
- B. The Project Management Team shall be given a copy of the Safety Policy Manual where it should be kept and be accessible by every employee for their information and guidance when lost or damaged, it should be reported to the Committee.

V. SITE SAFETY/SECURITY RULES AND REGULATIONS

A. PURPOSE AND SCOPE

1. To provide instructions on Site Safety/Security Rules and Regulations that shall apply to all construction personnel, sub-contractors, etc., during the project implementation period.
2. To define responsibilities of concerned individuals and departments towards the effective implementation of these rules.