

TO: ALL EMPLOYEES

FROM: OP DEPARTMENT - CSR COMMITTEE 2025

PROJECT NAME #3: CSR COMMITTEE PROJECT 2025 - 13TH FCIE TAKBO PARA SA KALIKASAN 2025

DATE: AUGUST 12, 2025

REF #: CSR-PROJ-25-08-03

CC: DC/File/NEWS

We are pleased to announce that the **CSR Committee Project 2025 – 13th FCIE Takbo Para sa Kalikasan** will be held on **October 5, 2025 (Sunday) at 6:00 AM** at the **FCIE Sports Center, Dasmariñas, Cavite**.

This event aims to promote environmental awareness, community involvement, and healthy living through a fun and meaningful run.

For those **who are willing to join**, you may inform your Immediate Superior by providing your **name** and **event uniform size**.

For the head of each department, we highly encourage submitting the complete list of participants to the **CSR Committee Secretary** not later than **August 18, 2025**.

Guidelines:

- **Food, transportation, and registration fees** for employees will be shouldered by the company.
- Participants **must be physically fit and free from any medical condition or illness** that may prevent them from safely joining the run.
- Family members and friends (including children and parents) who are capable of running are welcome to join.

Notes:

Each employee may bring a **maximum of two (2) relatives or friends**.

Food expenses for accompanying relatives/friends will be **shouldered by them**.

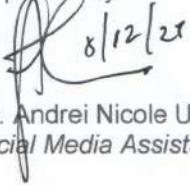
Pets are not allowed during the event.

- Available sizes for the event uniform:
Adult - XXS, XS, Small, Medium, Large, XL, 2XL, 3XL, 4XL, and 5XL.
Kids - S8, S10, and S14

Note: Please see the attached form for the registration of the employees for each department.

Thank you.

Prepared by:

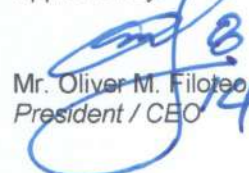

8/12/25

Ms. Andrei Nicole U. Almario
Social Media Assistant - CSR Committee Secretary

Noted by:


Mrs. Rhenalyn B. Manzano
OP - Supervisor - CSR Committee Chairman

Approved by:


Mr. Oliver M. Filoteo
President / CEO

DEPARTMENT:
DEPARTMENT HEAD:[illegible]