

Memo

To : ALL PARTICIPANTS
From : 5'S Committee
Date : July 28,2023
Re : 5's Orientation Day
Ref # : FIN-000-23-7-139

The following Personnel (please refer to the attached sheet) are hereby directed to attend the 5's Orientation Day on August 17,2023 @ Cavite Plant - General Assembly Area (Thur) and on August 18,2023 @ Head Office - 4th flr AVR (Friday) 9:00 am to 4:00 pm. Its purpose is to build awareness to the importance and significant contribution of 5S to the company.

Please be guided with the set schedule of each personnel listed.

Thank you.

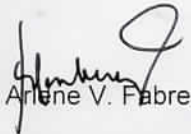
Prepared by :

 7/28/23
Ms. Princess R. Calpe
5's Committee

Approved by:


Mr. Oliver M. Fioteo
Executive Vice President

Noted by:

 7-28-23
Ms. Arlene V. Fabreag
Treasury Asst. Supervisor

AUGUST 18, 2023

Head Office Participants:

	NAME	POSITION
1	Alcantara, Jessa Guico	HR Timekeeping Asst
2	Aliven, Raiza Devis	HR Timekeeping Asst
3	Bagat Jr., Oscar F	Driver/Helper
4	Barros, Claire Ella Afable	HR Sourcing Assistant
5	Bautista, Kathleen Mariano	Audit Asst. 1 - Transactions
6	Bautista, Michelle Gabiola	Acctg. Clerk. - Payroll
7	Beltran, Rachel Galleta	Job Order Control Asst.
8	Bernas, Kristine Orticio	ASC Job Coordinator - Control Number Request
9	Bilog, Maynard Balmonte	Technician 1 - Whiteline
10	Bongalos, Catherine Marcellana	HR Benefits
11	Bril, Cathlea Hernandez	Customer Feedback Asst
12	Buted, Cielo Marie Micabani	HR Timekeeping
13	Cabungcal, Gian Carlo Orpilla	Driver/Helper
14	Calibot, Erica Caibigan	CSR
15	Castro, Jerome Pascua	Svc. Acctg. Asst.
16	Celicious, Lorem Suarez	Marketing Supervisor
17	Chichioco, Joy Elaine	HR Recruitment Asst. 1
18	Corono, Rochele De los Santos	CSR
19	Cruz, Ashley Bridget Joseph	Acctg. Clerk - Importation
20	Cruz, Paulynne Erika Raagas	Acctg. Asst
21	Dayao, Harvey Intal	Product Development Engineer
22	De Guzman, Kathy Sosongco	Call Taker
23	De Guzman, Lorenzo Alpuerto	Senior Maintenance Staff
24	Devio, Marjorie Gladys Carandang	SMA Project Sales
25	Diaz, Rephael Gio Racelis	Customer Feedback Asst
26	Dimayuga, Jenalou Gamo	Admin Asst
27	Discar, Jasmine Dale Bautista	HR ER
28	Doria, Nick Angelo Lopez	Accounting Asst. - Credit and Collection
29	Enano, Terrence Michael Estepa	Audit Asst - Operations 1
30	Espino, Camille Anne Borlaza	HR Admin
31	Garcia, John Paul Ignacio	Sales Management Asst - Returned Units
32	Gomez, Sheiry Anne Bilocura	Customer Feedback Asst
33	Gonzales, Princess Meryl Millares	Sales Management Asst - Dealer Support
34	Jayme, Brandon Leslie Cristuta	Graphic Artist for Visual Merchandising
35	Legaspi, Rose Anne Andal	Svc Acctg. Asst. - Non Trade Inventory
36	Llagas, Nelson B.	Janitor

37	Magbujos, Jameson Catapang	Acctg. Asst. Taxation
38	Marco, Darlyn Bon	Audit Staff
39	Marquez, Mary Jane Adora	Encoder
40	Masangkay, Joan Ericka Lara	Acctg. Asst. - Credit & Collection
41	Navarro, Angelle Mae Andres	Acctg. Clerk - Payroll
42	Norte, Marnille Adino	Call Taker
43	Obrador, Jayferson Boragay	Sales PSMM Asst.
44	Pajulio, Rea Mae Gonzales	CSR
45	Patricio, Marieneli Cristal	Social Media Specialist
46	Peña, Maribel Perez	Acctg Clerk - Payroll
47	Pielago, Kierstine Grace Zafe	CSR
48	Pino, Charlotte Pacanan	CSR
49	Precones, Maria Lourdes Bondoy	HR Employee Relations
50	Pulongbarit, Roden Falcunitin	CSR
51	Quines, Arjay Asuero	IS Generalist
52	Suministrado, Andrea Angeles	HR Recruitment Asst. 2
53	Tablizo, Julie Ann Zafe	Payroll Assistant - Admin and Non Tax Benefits
54	Tolentino, Bida Gracema Sabado	Audit Staff
55	Torcino, Ma. Annelica De Guzman	Acctg. Asst - Book of Accounts
56	Torino, Micko Tañedo	Junior MIS Assistant
57	Trajeco, Jake Bryan Almedilla	Sales PS Management Asst
58	Umali, Christopher Bazar	Account Officer
59	Vidal, Alexeise Brigino	Customer Feedback Asst
60	Villaflor, Kenneth Delos Santos	Invoicing Clerk
61	Watiwat, Wiljane E.	Service Accounting Assistant

Should there be conflict in the schedule, please inform the undersigned on or before August 7, 2023. Thank you.

Princess Calpe

5S Committee

August 17, 2023

CAVITE PLANT

5's Seminar

Attendance Sheet

No.	Name	
1	Aceron, Norwen B.	
2	Aguillon, Michael Jeffrey	
3	Amante, Michael Jay S.	
4	Atienza, Bryan T.	
5	Avila, Kim Justine	
6	Basco, Jasmine Mae L.	
7	Bernaldo, BJ R.	
8	Bernardo Jr., Tomas D.	
9	Bibar, Alejandro B.	
10	Bien, Jolina A.	
11	Borcena, Charmaine F.	
12	Canicola, Carlo C.	
13	Cinco, Roque G.	
14	Cruz, Nicole A.	
15	Cuchapin, Gershon A.	
16	Danico, Mary Joy M.	
17	Dapar, Adolfo O.	
18	Dela Peña, John Paul D.	
19	Doringo, Louie Jay G.	
20	Evangelista, Renz	
21	Fideles Jr., Salcedo L.	
22	Franco, Bernabe T.	
23	Garcia, Jojo B.	
24	Gerente, Jayson R.	
25	Juliano, Laurence John M.	
26	Labarda, Selmer S.	
27	Lalic, Christian Karl M.	
28	Libed, Michael Adam D.	
29	Mandolado, Renzo A.	
30	Navarro, Christian Dave	
31	Padilla, Mary Grace A.	
32	Pedere, Rejohn Lery	
33	Pio, Analuna A.	
34	Roxas, Denmar P.	
35	Sapaula, Royette O.	
36	Tambiao, Reynalyn B.	
37	Virador, Criseld	
38	Yap Jr., Edgar F.	
39	Bertudazo, Mary Rose B.	
40	Garcia, Ryan	
41	Perocho, Karen H.	
42	Sakay, Virgilio C.	