

**INTER-OFFICE MEMO**

TO : ALL EMPLOYEES  
FROM : THE OFFICE OF THE HUMAN RESOURCE DEPARTMENT  
SUBJECT : **ORIENTATION FOR NEW EMPLOYEES – CODE OF ETHICS**  
DATE : DECEMBER 4, 2023

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Please be informed that there will be a half day orientation program on December 10, 2023 at the 2<sup>nd</sup> floor training room which aimed to familiarized new employees with the company's profile, mission, vision, core values, goals and objectives with emphasis on the company's Code of Business Ethics and Practices.

The orientation will be conducted by Mr. Jaime H. Nadal, Head of the Training and Development Department.

Employees who are assigned at the branches will be sent a zoom link for this activity. Please be guided accordingly.

  
**EDMUNDO A. SALVACION**  
Sr. HR Manager

Approved by:

  
**JAIME H. NADAL**  
AVP-Training and Development Dept.

**KAISER INTERNATIONAL HEALTHGROUP INC.  
NEWLY HIRED FOR THE CY 2023**

**FEBRUARY**

NO.	NAME
1	MELICADO, APPLE DAWN
2	DE SAGUN, ZHAIRA JANE

**MARCH**

NO.	NAME
1	MATADOS, JENNY ROSE

**APRIL**

NO.	NAME
1	CASTAÑEDA, JOHN DAVE
2	MORBO, ALEXANDRA

**MAY**

NO.	NAME
1	MAGAS, MARS

**JUNE**

NO.	NAME
1	PRODIGO, MIKE GREG
2	VALDEZ, MICHAEL

**AUGUST**

NO.	NAME
1	PEREZ, VORGE EVAN
2	DE LAS FLORES, HENEROSE
3	SANTOS, RAFAEL JOHN
4	ERICSON, PAJARES
5	DIO, ETHEL JOY
6	PAGTALUNAN, THEA CRISTINE

**SEPTEMBER**

NO.	NAME
1	MASAGCA, ALEND
2	MORILLION, CLAIRE DENCE
3	MAGPANTAY, ROILAN
4	DAJAC, RAFAEL

**NOVEMBER**

NO.	NAME
1	ESTILLERO, MICHELLE ANN
2	CARRANZA, JOHN ALZEN
3	DELA CRUZ, ARIEL
4	TINIO JR., NOEL
5	CRUZ, ANGEL
6	BINONGO, RYAN