

INTER-OFFICE MEMORANDUM

TO : ALL BOARD OF DIRECTORS AND SENIOR OFFICERS

DATE : November 20, 2019

SUBJECT : Run Down for CODE of CORPORATE GOVERNANCE MANUAL (1st Session)

Please be advised that a rundown activity (1st Session) will be conducted by the Training and Development Department aimed at familiarizing all Board of Directors and Senior Officers with the company's CODE OF CORPORATE GOVERNANCE and its principles.

Kindly refer to the attached sheet for the schedule, copy of the manual and other details , which has been sent to your respective emails two (2) days before your scheduled activity.

Please be guided accordingly.


CRISTINA M. ARIAS
Head, Personnel Department

KAISER INTERNATIONAL HEALTH GROUP INC.

NO	NAME	DATE OF ORIENTATION	DATE RECEIVED	SIGNATURE
1	TITO P. TORRALBA	NOVEMBER 26, 2019	NOVEMBER 27, 2019	
2	LEAH Y. YOLO	NOVEMBER 26, 2019	NOVEMBER 27, 2019	
3	JONATHAN DISRAELI S. SALVADOR	NOVEMBER 26, 2019	NOVEMBER 27, 2019	
4	TRANSQUIL GERVACIO S. SALVADOR III	NOVEMBER 26, 2019	NOVEMBER 27, 2019	
5	JOSE J. DURAN	NOVEMBER 26, 2019	NOVEMBER 27, 2019	
6	LOUIS BARTOLOME J. BORJA	NOVEMBER 27, 2019	NOVEMBER 28, 2019	
7	JOSE ENRIQUE DE LAS PEÑAS	NOVEMBER 27, 2019	NOVEMBER 28, 2019	
8	NOEL A. ARANDILLA	NOVEMBER 27, 2019	NOVEMBER 28, 2019	
9	RIZAL ANTONIO D. MERU	NOVEMBER 27, 2019	NOVEMBER 28, 2019	
10	MANUELITO. S. INSO	NOVEMBER 27, 2019	NOVEMBER 28, 2019	
11	JOHANNES S. OLA	NOVEMBER 27, 2019	NOVEMBER 28, 2019	

Received by Admin/Staff
 ALARA M. CANTIGA
 Secretary / Admin Staff