



BETHEL
GENERAL INSURANCE AND SURETY CORPORATION

BETHEL GENERAL INSURANCE AND SURETY CORPORATION
Unit 200 2F Valero Plaza 124 Valero Street, Salcedo Village, Makati City 1227
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INTER-OFFICE MEMORANDUM

DATE : May 28, 2021
TO : ALL EMPLOYEES
SUBJECT : POLICIES ON SOCIAL GATHERINGS/ACTIVITIES

The continuing surge of COVID-19 due to unauthorized group assemblies has prompted the Authorities to strictly impose sanctions to violators. Management, therefore, is discouraging everyone to join or attend a group outing, gathering or activity that may trigger the spread of the virus. If for any reason, such concerned employee/s joined or attended to any social gatherings/activities, Management would require the concerned employee/s to go on leave for five (5) days without pay and submit himself/herself/themselves for RT-PCR testing, at his/her/their own expense, before reporting for work.

The primordial objective of this precautionary measure is to assure the safety of each and every employee including his/her family members.

This shall take effect immediately and for your strict compliance.

MARY ANN S. NOLASCO
HR Manager

Noted by:

ATTY. RICHIE Q. CARANTO
SVP-Operations Support Division

Approved by:

JOSELITO C. BANTAYAN
President and CEO