

2024 PHILIPPINES BENEFITS SUMMARY

Employees are eligible for most benefits program on the first day of employment.

Holidays:

Twelve (12) paid national regular holidays and Eight (8) national special holidays per year as provided under Proclamation No. 368 (2024 Declared Holidays).

Vacation Leave: Minimum of 13 and maximum of 18 days depending on the years of service.

Sick Leave: Minimum of 12 and maximum of 15 days depending on the years of service.

Retirement: -10-6t6TJ2ilan is 100% funded by th6TJ2company

Healthcare: -10-6tean provides a2compre
premium2for Principal/Employees10-6 is 100% s10-6toulderdered by thecompany that2can be availed at any2
Medicard-

- **Leave for Victims of Violence against Women and Their Children:** Ten (10) days leave.

DISABILITY/LIFE INSURANCE: Employee life insurance is 100% funded by the Company; provides insurance benefits to the employee's designated beneficiaries in the event of disability, terminal/critical illness, and death due to illness or accident. The amount of benefits is specified below:

Life Insurance Benefit Limit - 26 x monthly base salary based on the employee's latest basic rate.

Accident, Death and Disability Benefit Limit - 26 x monthly base salary based on the employee's latest basic rate.

Total Permanent Disability Benefit Limit - 26 x monthly base salary based on the employee's latest basic rate (rider only).

Terminal Illness Benefit Limit – 50% of Life, maximum of Php 3.5M (rider only).

Critical Illness Benefit – 60% of Life, maximum of Php 1M (rider only).

Burial Benefit - 10% of Life, max of 100k (rider only).

OTHER BENEFITS:

- **13th month:** The Company grants a 13th month pay equivalent to one (1) month's pay to all eligible employees provided that they worked for at least one (1) month during a calendar year.
- **Mid-year Bonus:** The company grants bonus equivalent to a maximum of half month base pay to all probationary and regular employees.
- **Rice Allowance:** The Company provides a monthly rice subsidy to all regular and probationary employees
- **Meal Subsidy:** The Company provides its employees with a meal allowance to partially cover daily meals expenses. An employee must have rendered the minimum number of hours per shift to get a full meal credit.
- **Tuition Fee Subsidy:** Given to regular and probationary employees every April.
- **Global Educational Opportunities Program:** Provides reimbursement of duly approved educational expenses upon satisfactory completion of the course provided that the degree or course taken is relevant to the employee's present or prospective job assignment. Maximum reimbursement per term is P 10,000. All regular employees are eligible to this benefit.
- **Prolong Sickness (PSL) Benefits:** Benefit afforded to employees who are suffering from certain medical or surgical conditions warranting a recuperation period of additional 60 days maximum after the 120 SSS Sickness Benefit.
- **Loyalty Token** – Employees are recognized for their loyal and dedicated service to the company for every five years of continuous service by the way of gift check or token, plus plaque of appreciation during the service award ceremony.