

# CORPORATE SOCIAL RESPONSIBILITY

## To our Communities



1

### 1. CARITAS DONATION TURNOVER (CSR)

Turnover of donation to Caritas Manila for Sponsorship of SLEP (Youth Servant Leadership & Education Program) at POSC Office - PSE, East Tower, Pasig City last June 27, 2018.

### 2. CHILDKHAUS DONATION

Turnover of Check Donation to Child Haus Foundation for Sponsoring Meal Expenses of Patients & Guardians at POSC Office - PSE, East Tower, Pasig City last Aug. 28, 2018.

### 3. NOORDHOFF CRANIOFACIAL FOUNDATION PHILS. INC. ART WORKSHOP

POSC participated in the workshop activity of NCFI patients with cleft palette. This activity encourages individual creativity and became a venue for campaign awareness to invite more volunteers and donors at Paranaque City Last March 10-11, 2018.



2



2



3



3





4



4



4

**4. MANILA & CEBU BLOOD LETTING**

POSC Manila & Cebu employees participated in the bloodletting activity where 63 employees successfully donated at Philippine Redcross Manila & Cebu office last Feb. 13 & 26, 2018.

**5. PHILIPPINE INTERNATIONAL CYBERSECURITY CONFERENCE**

POSC supports DICT by sponsoring, collaborating, and creating of video material presented at Phil. International Cybersecurity Conference held in Davao City last October 2018. This forum supports Cybersecurity awareness campaign of DICT. The Forum held at Ortigas Center, Pasig City last Nov. 19, 2018.



5

**6. CEBU TREE PLANTING**

POSC Cebu Employees participated in the tree planting activity Brgy. Malubog, Cebu City last November 17, 2018.



6



6



# CORPORATE SOCIAL RESPONSIBILITY

## To our Employees





**1. CORON COMPANY OUTING**

POSC Manila and Cebu enjoyed the company sponsored outing in the island of Coron last May 10-12, 2018.

**2. POSC COMPANY ANNIVERSARY**

POSC Manila & Cebu employees celebrated the company's 22nd Anniversary which included announcement of Service awards given to loyal employees. The celebration was held last June 13, 2018.

**3. RED CROSS: THE GREAT RIZAL FUN RUN**

POSC Manila employees joined The Phil. Red Cross along with its Rizal Chapters organized a fun run dubbed "The Great Rizal Run to increase public awareness and save lives through advocacy, promotion at Philsports Track Oval Pasig City, last July 15, 2018.

**4. TRAMPOLINE WELLNESS ACTIVITY**

To encourage all employees to join the Monthly Wellness Activity, a new and fun way of losing weight was incorporated in the program. Like any other cardio and aerobic workout, trampoline exercises can help strengthen the body and elevate heart rate. Total of 16 employees joined the activity.

**5. HUNAT SUGBU FUN RUN "DAGAN PARA NI MANING"**

POSC Cebu employees participated in the Hunat Sugbu Fun Run to support the annual medical mission in partnership with Jesu Christi, and Triathlete Alex Niño Silverio, who's gunning to qualify for the 2020 Tokyo Olympics. The event was held at Terraces, Ayala Center, Cebu City, last June 24, 2018,

**6. CALL HANDLING SKILLS CEBU**

Seminar held at Career First Institute in Cebu City last Aug. 16, 2018 on call handling skills in honing customer service.

**7. DIABETES TALK**

In celebration of the Diabetes Day, POSC in coordination with Intellicare scheduled a Diabetes Talk for all employees. The seminar was held at PSE, West Tower, Pasig City last November 14, 2018.

**8. CEBU LENTEN REFLECTION:WAY OF THE CROSS**

POSC Cebu employees participate in lenten reflections in observance of the Holy Week at Tabor Hills, Talamban, Cebu City last March 28, 2018.

**9. FREE EYE CHECK UP AND CONSULTATION**

POSC in partnership with Executive Optical held a Company-wide free eye check-up and consultation for all employees held at POSC offices in Manila and Cebu Last March 20 & 21, 2018.



# EMPLOYEE HEALTH & SAFETY DATA

PROGRAM / ACTIVITIES	DATES
Zumba, Circuit Training Wellness Activity	Jan-18
Manila & Cebu Blood Letting	Feb-18
Free Eye Check up and Consultation	Mar-18
Red Cross: The Great Rizal Fun Run	Jul-18
Trampoline Wellness Activity	Aug-18
Archery Wellness Activity	Oct-18
Bowling Wellness Activity	Nov-18
Diabetes Talk	Nov-18
Ice Skating Wellness Activity	Dec-18

ANNUAL PHYSICAL EXAMINATION	NO. OF PERSONNEL	DATES
Manila	57	March 5 - April 13, 2018
Cebu	104	October 01 - 31, 2018

## HMO CLAIMS BY EMPLOYEES

CLAIM TYPE	AMOUNT	%
In-Patient	403,132.88	42%
Out-Patient	397,873.11	41%
Annual Physical Examination	94,111.00	10%
Dental Care	39,350.00	4%
Emergency Care	33,956.15	4%
<b>TOTAL</b>	<b>968,423.14</b>	<b>100%</b>

POSC remains committed in providing its Directors, Officers and Employees opportunities for growth & development through its various training & orientation activities

SEMINARS AND TRAININGS		NO. OF TIMES CONDUCTED	NO. OF PARTICIPANTS	TOTAL TRAINING HOURS
<b>A. Regular Programs</b>		<b>17</b>	<b>302</b>	<b>1,152</b>
1	Orientation for New Hires (MIS/IT, Admin, IMS & HR)	11	28	56
2	POSC Updates	6	274	1,096
<b>B. Work Specific Development Programs (Specialized Programs)</b>		<b>34</b>	<b>105</b>	<b>868</b>
1	POSC Equipment Training	1	15	45
2	Helpdesk and PCSO Related Processes	1	10	70
3	Occupational First Aid & CPR Training	1	16	112
4	Cybersecurity Forum	1	22	88
5	DOLE Inspection In your Company*	1	1	7
6	SSS Sulit Conference*	1	2	8
7	Training for Executive Assistants*	1	3	21
8	Commitment to Change: Get on the TRAIN seminar*	1	2	8
9	SAP Business One - Basics, Administration and Setup*	1	1	4
10	Financial Statement Analysis*	1	1	7
11	Behavioral Event Interviewing*	1	1	4
12	How to Compute Salaries, Wages and Benefits*	1	1	7
13	Purchasing and Supply Chain Management: Fundamentals of Purchasing for New Buyers*	1	1	7
14	Data Privacy Compliance*	1	2	14
15	Customer Service Training*	1	1	7
16	Competency-based development of HR policies and procedures*	1	1	7
17	Data protection officer (DPO) Training and certification course*	1	1	35
18	Cashflow Forecasting*	1	1	7
19	Improving Performance using Balanced Scorecard*	1	1	7
20	How to Facilitate an Effective HR Audit*	1	2	28
21	Essentials of Income Tax*	1	1	7
22	Financial Statement Analysis for focused decision making*	1	1	7
23	Mastering Withholding taxes*	1	1	7
24	Writing Effective Audit Report*	1	2	14
25	Internal Audit's Financial Auditing Role*	1	2	14
26	Quality Assurance of Audit Quality*	1	1	38
27	Tools and Techniques for IA Manager*	1	1	38
28	Assessing Risk Ensuring Internal Audit Value*	1	1	19
29	Go for 120: A journey To Continuing Professional Development*	1	2	95
30	Office Archiving Workshop*	1	3	18
31	Assessing Risk Ensuring Internal Audit Value*	1	1	19
32	Tools & techniques for IA staff*	1	2	76
33	CAE Leadership Forum*	1	1	4.5
34	Audit of IT Governance*	1	1	18
<b>C. General Development Programs</b>		<b>7</b>	<b>98</b>	<b>856</b>
1	Effective Business Communication	1	19	456
2	Call Handling Skills	1	28	196
3	L.E.A.D.E.R.S At Your Service - A Customer Service Workshop	5	51	204
<b>D. Values Enhancement Programs</b>		<b>1</b>	<b>28</b>	<b>112</b>
1	Lenten Recollection	1	28	112
<b>TOTAL</b>		<b>59</b>	<b>533</b>	<b>2,988</b>