

VOLUNTARY CODE OF GOOD PRACTICES MANUFACTURING INDUSTRY-NON-AGRICULTURE REGION 6

INTRODUCTION

We, the Manufacturing-Non Agricultural Industry Tripartite Council (ITC) Members thru the initiative of DOLE Region VI gathered to come up with a Voluntary Code to continuously promote industrial peace, good manufacturing practices, safety & health and environmental protection.

OBJECTIVES

1. To enhance harmonious workers-employers' relations;
2. To provide equal employment opportunities for women, youth and differently-abled workers;
3. To promote good manufacturing practices for production of quality local and export products that consider product safety, environmental & consumer protection;
4. To preserve employment through different employment arrangements such as flexible working time, shifting schedules, multi-tasking, and compressed work week.

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GUIDING PRINCIPLES

1. That as social partners, we jointly promote the principle that every employee is entitled to decent and productive work in the environment of equity, security development and human dignity;
2. That we jointly promote and continuously practice the value of social dialogue in attaining the objectives of ITC Manufacturing-Non-Agricultural group;
3. That we shall utilize the ITC Manufacturing-Non-Agricultural group as a proper venue in collectively addressing labor, employment, and other economic issues.

VOLUNTARY CODE:

I. EMPLOYMENT & SECURITY OF TENURE

1. We shall hire employees with the right qualifications, skills/competence, knowledge and positive attitude that will prosper in company culture that promotes excellence;
2. We shall jointly put in writing our comprehensive Employment Contract with the hired employee in the spirit of transparency that will promote mutual understanding and cooperation;
3. We shall give preference in hiring Filipino workers but may hire a foreigner as a last resort and will comply with the existing labor laws on hiring an alien employee;
4. We shall impose upon ourselves to require the hired foreign employee not only to perform the job assigned to him/her but also to share to his /her Filipino co-workers his/her knowledge and expertise for the improvement of the company and to have a continuous pool of competent workforce;
5. We shall provide equal opportunities to jobseekers and will not discriminate women and the differently-abled;

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6. We shall adopt a performance-based evaluation scheme to assess fitness of the probationary employee for regularization and to objectively gauge work performance of regular employees for merit increases ;

7. We may opt to require for a neuro-psycho examination at our expense (if needed) to determine the psychological capacity prior to hiring of an employee;

8. We shall post our job vacancies in the DOLE sponsored and maintained website – the PhilJobnet;

9. We, the employees, shall help our employers in carrying out its commitment under this Code by unselfishly sharing our expertise with the newly-hired employees in order to improve productivity.

II. CONDITIONS OF WORK & OCCUPATIONAL SAFETY AND HEALTH

1. We shall provide our employees with the mandated coverage to SSS, PhilHealth, Pag-ibig and Employees Compensation Program from the first day of their employment;

2. We commit to pay the required minimum wage rates and other statutory benefits to our employees or when our resources allow, to pay above the minimum requirements as a way of fostering loyalty of our employees;

3. We shall provide our employees with a safe and healthy workplace through implementation of Health and Safety Programs, administered by Health and Safety specialists , if possible;

4. We commit to protect the health and welfare of our pregnant and lactating employees by giving them priority to be assigned to non-graveyard shifts throughout the duration of their pregnancy.

5. We shall put family welfare on top of the priorities of married employees working together in our company to ensure that the needs of the family are accommodated and ensure optimum productivity for the company;

6. We shall provide Personal Protective Equipment (PPEs) to personnel assigned to risky and hazardous areas for free.

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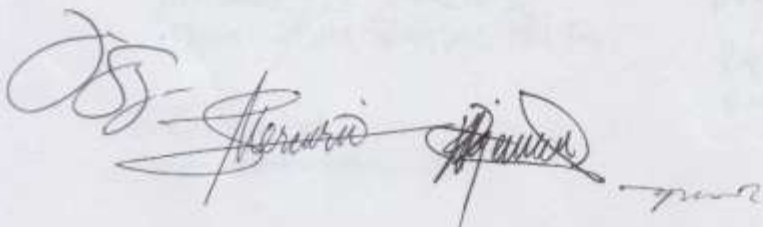


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III. HUMAN RESOURCE TRAINING & DEVELOPMENT

1. We shall orient our employees with the Basic Work Procedures and standards necessary for the safe , effective and efficient performance of their functions;
2. We shall ensure that our employees develop their basic knowledge and skills/competence in order to produce quality products and services that will foster customer satisfaction and continued patronage, a necessity for the business to survive and grow, thereby assuring the employees security of tenure;
3. We shall provide employees with opportunities for personal development and career advancement by continuously providing them training and work exposures necessary to their line of work or function;
4. We shall orient our employees with all company's safety policies and shall provide safety, emergency and disaster management trainings and drills such as, but not limited to fire, earthquake, flood and the like to all employees at least on a yearly basis;
5. We shall commit to provide Productivity enhancement, SS and other related trainings to our employees by tapping the resources of DOLE, their sub-units and their attached agencies;
6. We, the employees, take it as our responsibility to enhance our work-related skills and competence, knowledge, attitudes and habits for the improvement of our company's competitiveness and profitability.

IV. LABOR MANAGEMENT RELATION

1. Both Management and Labor are committed to nurture and safeguard industrial peace;
2. We shall endeavor to create a working environment and employer-employee relationship conducive to the building of an open and productive communication;
3. We shall jointly create a structure that will be the venue in fostering harmonious discussion of concerns and resolving issues / conflicts with the end in mind of improving operations and increasing profitability;
4. We shall maintain open communication and collaboration efforts in all applicable situations;




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5. We shall continue holding regular meetings to discuss concerns and its periodic bonding activities;
6. We shall respect the existing CBA, if any.

V. CORPORATE CITIZENSHIP & SOCIAL RESPONSIBILITY

1. We provide opportunities for growth and enrichment (eg. Physical, mental, spiritual, psycho-social) to our employees and the communities where we operate;
2. We take part in preserving and protecting the environment through conscientious practice of proper waste segregation and disposal;
3. We participate in environmental sustainability activities like tree planting, mangrove planting, clean and green activities;



EZEL DELETA
 PRESIDENT
 LABOR UNION OF
 HANDBY
 EMPLOYEES


Collaboration with Government Partners


We, in the government agencies, shall establish collaboration and partnership, sharing a common roadmap to provide the ITC-Manufacturing Non- Agriculture group, the support and commitment to achieve the objectives of this Code.


We shall promote monitoring scheme to keep this Code dynamic and relevant to the needs of this industry.

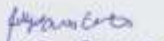
IN WITNESS WHEREOF, we have hereunto affixed our signatures this 30th day of May 2013 at SWDC, Cottage Road, Bacolod City, Philippines.

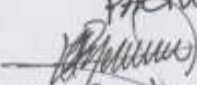

 SAN MIGUEL BREWERY INC
 BACOLOD BREWERY

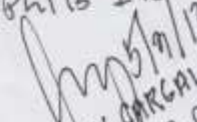

 EMMANUEL O. BANDOLA
 COCA-COLA BOTTLERS Phil. Inc.


 NORBERTO MERCURIO
 COCA-COLA BOTTLERS Phil Inc.


 EMILY FUENTES
 VEGIES BLENDED PRODUCTS


 Gloria G. Parungato
 Pepsi / Cdu Products
BENIE DE LA CRUZ
 OFF. GEN. SEC.
 PACWU - TUICP


 Dominador T. Benjamin
 Pepsi Cola Product Phils Inc
 Bacolod Plant


 LORNERA V. GARGALICANO
 FOODMAN IND. CORP.
 HR OFFICER

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