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|  | <h1 style="text-align: center;">Health &amp; Well Being in the<br/>Workplace Policy and Program</h1> <h2 style="text-align: center;">Policies</h2> |  | <b>Document Number:</b><br><br>2P-SHE-17.04 |
|   | <b>Department:</b><br>Safety, Health & Environment   | <b>Effective Date:</b><br>January 23, 2020 | <b>Revision No</b><br>0                     |

### Objectives

The purpose of this policy to establish a positive health and wellbeing culture that includes awareness and understanding, effective processes, and positive behavior to all employees.

### Scope

This policy covers all employees of F2 Logistics Philippines, Inc. and F2 Global Logistics Inc., and other personnel working within the organization.

### Ownership

The Chairman and/or Vice Chairman of Safety, Health and Environment Committee are responsible for ensuring that this document is cascaded to all concerned personnel and making sure that it will reflect actual practice.

### Policies

This policy ensures healthy work environment where all employees feel sure and are supported in making healthy lifestyle choices.

### Strategies


F2 Logistics Philippines, Inc. and F2 Global Logistics Inc., will provide the following but not limited to:

1. Educate and raise awareness to employees on the importance of leading a healthy and active lifestyle in order to prevent chronic disease
2. Encourage active participation about the initiative's workplace health and well-being physical activities like Zumba, Fun Run, Outdoor Activities and etc. and discourage sedentary behavior

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3. Provide facilities for the employees to become healthy and active
4. Encourage a workplace culture where workers feel supported to stop for breaks and leave their work area to eat
5. Ensure that employees are not exposed to passive smoke in the workplace

## Responsibilities

### 1. Employer

The company shall ensure that the health of employee is valued, workplace environments and systems are supportive of employee health and well-being. Encourage employee participation in the health and wellbeing programs.

### 2. Health Committee

The Health Committee shall coordinate the identification, development, implementation about health and well-being policies and programs to the Management and Safety, Health and Environment Committee

### 3. Employee

The employee shall participate in the health training, programs and activities and support the company in its effort for a healthy lifestyle.

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