

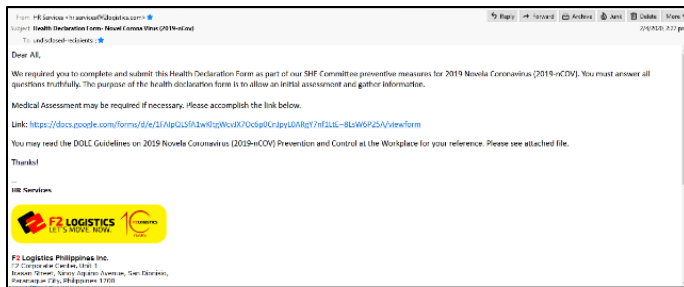
## F2 Logistics Safety Health & Environment Committee

### Executive Summary Report

February 2020

### Coronavirus Disease 2019

As the threat of the coronavirus is not slowing down, starting February Health Team of the SHE Committee are implementing the Health Declaration as part of the preventive measure for the 2019 Novela Coronavirus (2019 – Ncov), now known as Coronavirus Disease 2019 (Covid-19). Employees are required to answer honestly the health declaration for in google form sent by the HR department in the email. For those who will answer that they have a recent travel history in a country that has substantial quantity of Ncov case and has symptom are going to be advised to do self quarantine in their homes, while to those have fever and other symptoms they will have to wear mask when they are in the facility and they will be closely monitored by the Health Team of SHE Committee.



To further improve the awareness of F2 employees on the corona virus, SHE Committee coordinated with the Local Health Center of Barangay of San Dionisio and invited last Feb. 14, 2020, Dr. Ma. Dolores Matias, the Medical Officer V of San Dionisio Health Center, and Kagawad Majel Co, to talk on the recent situations in the Philippines and in other countries regarding the corona virus and the action plans of the local government and barangay in the issue.








**SAFETY  
HEALTH AND  
ENVIRONMENT**

**Novel Coronavirus  
(nCoV) ADVISORY**

- Employee Health Status and Travel Declaration
- Visitor log in Travel Declaration
- Employees coming from countries with travel ban and countries with reported nCoV Cases during travel ban period will be quarantined for 14 days for self assessment of nCoV infection and shall be permitted to report to work upon presentation of Medical Clearance
- Visitors coming from countries with travel ban during travel ban period will be denied entry
- Visitors coming from countries with reported nCoV cases with during travel ban period will be asked to wear masks



- Thermal scanning upon entry for employees and visitors
- Entry prohibition for those showing symptoms of nCoV and that registers a temperature of 38 degrees celsius and above
- Increase frequency of facility disinfection
- Hand sanitizers in all entry points

SHE Committee will continue to closely monitor the epidemic and will continue to gather information and to implement precautionary measures to fight back on the threats of this virus for the safety and health of the F2 Organization.

### F2 Annual Fire Safety Seminar and Drill 2020

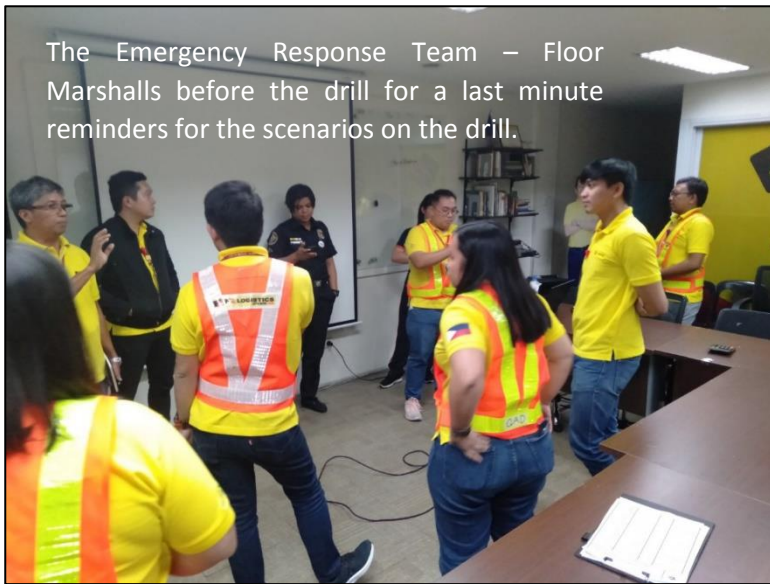
Further, to ensure F2 Organization is prepared in all emergencies, last February 17, 2020, at 6:00 pm, Annual Fire Seminar and Drill was conducted. Because fire emergency can happen in any time of the day, this fire drill is conducted during the night time to cover the employees in the night shift and employees that extends their work in the night. This is to equip them with the awareness and knowledge in time of emergency like fire. It was attended by both F2 Logistics Philippines, Inc. and F2 Global Logistics, Inc. employees, with a total of 112 attendees.



For the first time for F2 Organization, different scenarios were set by the BCP's Emergency Response Team. There were employees acting as a pregnant, person with disability and with injuries cause by the fire. Emergency Response Team and the First Aid Team have done their duties and responsibilities as if there was really an actual emergency. The evacuation of all employees was only 3 minutes and 46 seconds, a good number considering all locations in F2 Corporate Center were involved in the drill.







The Emergency Response Team – Floor Marshalls before the drill for a last minute reminders for the scenarios on the drill.



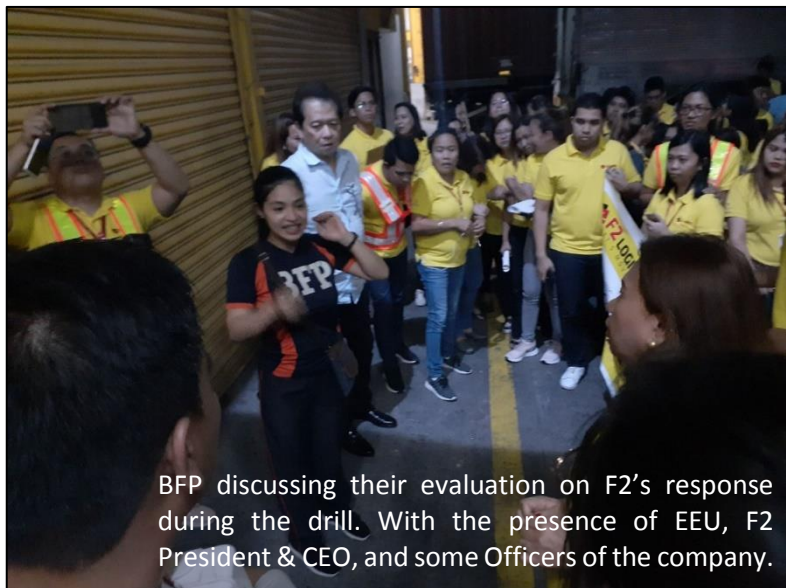
SHE Administrator reporting to the SHE Chairman and Director the status of the drill.



Emergency Response Team – First Aiders tending first aid treatment to the acting injured employee.



F2 employee acting as a pregnant women for the scenario in the drill.



BFP discussing their evaluation on F2's response during the drill. With the presence of EEU, F2 President & CEO, and some Officers of the company.



### F2 SHE visits F2 Global Subic for OSH Awareness

On the other hand, to ensure all F2 employees nationwide are aware on safety and health programs as mandated by DOLE, Last February 8, 2020, F2 SHE Committee went to F2 Global Subic branch to conduct the Mandatory 8hr Safety and Health Awareness Seminar. It was a whole day training with workshops. It was attended by 15 employees, including some drivers and helpers.

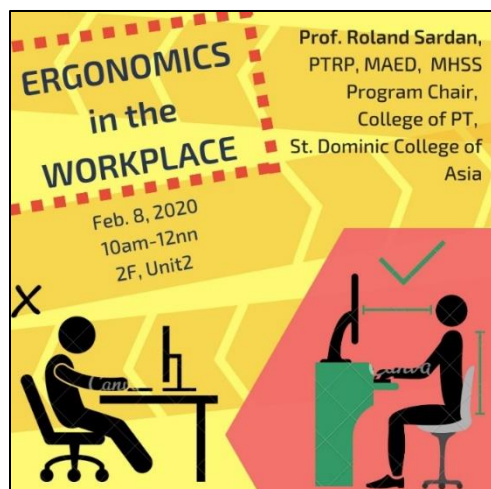
This is to comply with D.O. 198-18 of R.A. 11058 under Section 16. Safety and Health Training. (b) All workers shall undergo the mandatory workers' OSH seminar as prescribed by DOLE which shall be jointly participated by workers and employers.



### ERGONOMICS in the WORKPLACE

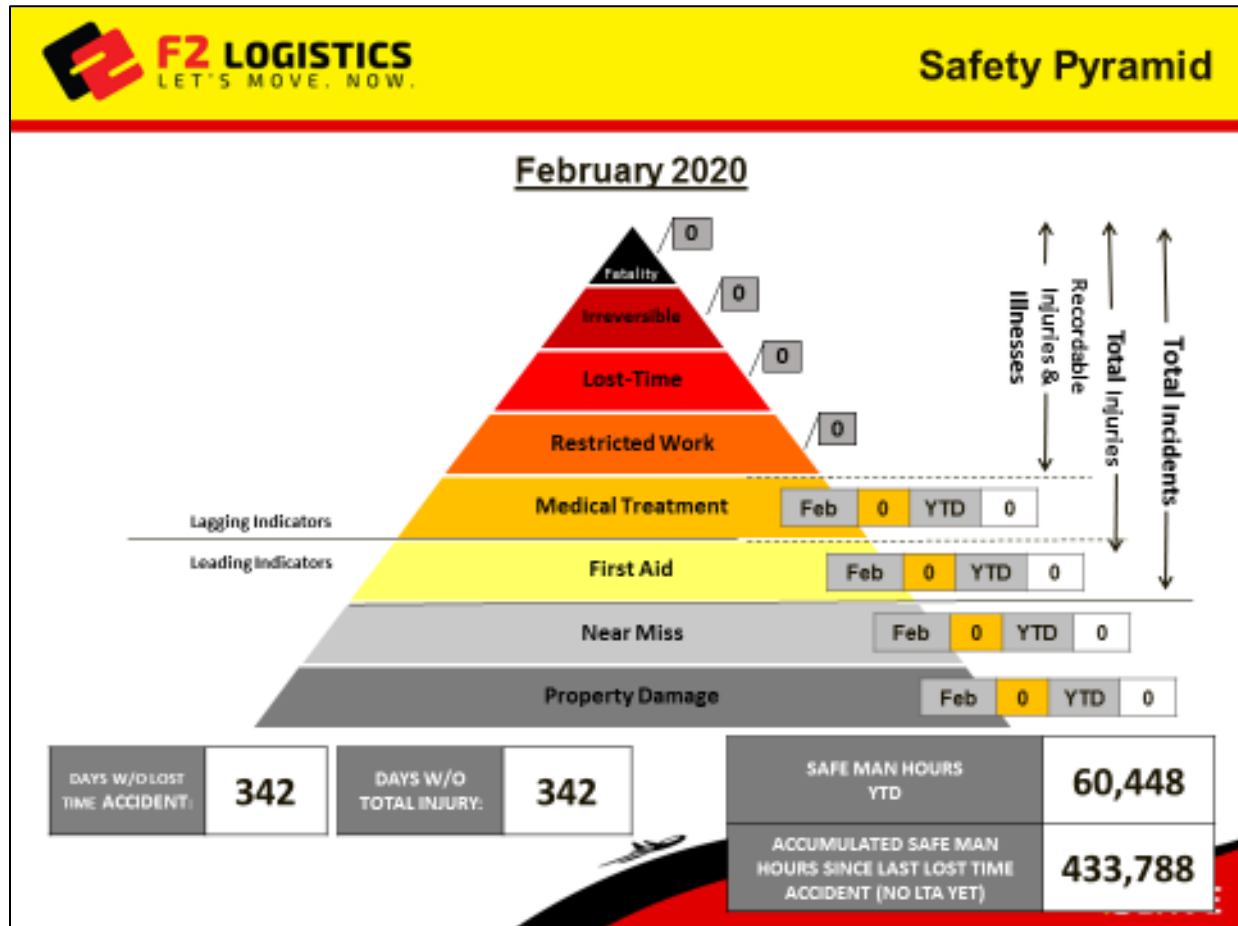
On the same day, February 8, 2020, Health Team of the SHE Committee was able to provide an Ergonomics seminar to the F2 Employees in F2 Corporate Center. It was conducted by Prof. Roland Sardan, PTRP, MAED, MHSS Program Chair, College of PT in St. Dominic College of Asia.

Objective of this training is to enhance workplace health, safety and work design. Hence, F2 employees can enhance performance and productivity and prevent fatigue or injury.



### Safety Data Monitoring

For the month of February 2020, Safety Pyramid Report below is the reflection of our Company's SHE Committee commitment to the safety and health of its employees.



#### Legend:

- 1) Days without Lost Time Accident - refers to total safe man days for all employees both F2 Logistics and F2 Global without reported lost time accident. It will return to zero when a lost time accident occurs.
- 2) Safe Man Hours YTD - total man hours per month from January 2020 to date
- 3) Accumulated Safe Man Hours- total safe man hours for all employees both F2 Logistics and F2 Global without reported lost time accident since the start of the program in January 2019 to date. It will return to zero when a lost time accident occurs.

