

## 2020 Health and Wellness Programs

Programs	No. of Participants/Recipients	Date of Implementation
Distribution of Vitamin Supplements a. Multivitamins b. Vitamin C c. Vitamin B Complex	239	28 January 2020
Issued general guidelines (Memorandum Order No. 2020-008 dated March 23, 2020) for the Implementation of Limited Workforce and Work-from-Home Arrangement for PSALM Employees During the Enhanced Community Quarantine Period	All personnel	23 March 2020 <ul style="list-style-type: none"> <li>▪ Continuing as of date</li> <li>▪ Modifications and improvements on the guidelines are issued through advisories</li> </ul>
Issued general guidelines (Memorandum Order No. 2020-009 dated 18 May 2020) Alternative Work Arrangements and Support Mechanisms for PSALM Employees During the State of National Emergency Due to COVID-19 Pandemic	All personnel	18 May 2020 <ul style="list-style-type: none"> <li>▪ Continuing as of date</li> <li>▪ Modifications and improvements on the guidelines are issued through advisories</li> </ul>
Issued alcohol, facemasks and face shields. Conducted regular disinfection and temperature screening of employees reporting to office	All personnel	Continuing program since the start of the pandemic

Issued bulletins to provide status updates on COVID-19 situation in the office, including number of active cases (office and community transmission)	Reported to all PSALM employees	Continuing activity/information drive since the start of the pandemic
Conducted Mental Health and wellness awareness seminars to manage the impact and stress of transforming to a new normal work set-up (Office Order No. 2020-166 dated 04 December 2020)	All PSALM employees	04 December 2020 Continuing program
Conducted earthquake drill to prepare personnel for an emergency evacuation in any eventuality that a serious situation happens	All PSALM employees	Continuing program

- No reported injuries for CY 2020
- No personnel filed for rehabilitation leave
- Annual Physical Exam did not push through due to the health pandemic per decision of employees. The Human Resource and Development Division administered a survey to assess the health requirements and prerogatives of all employees