



INTER-OFFICE EMPLOYEES

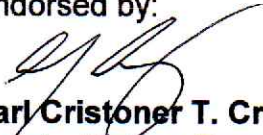
TO : **ALL NEW EMPLOYEES**
DATE : November 20, 2024
SUBJECT : Orientation for New Employees – Code of Ethics

Please be informed that there will be an orientation program on November 29, 2024 at the 3/F Conference Room of the Omnis Prosperity Tower. This activity is aimed to familiarize new employees with the company's history, mission, vision, core values, goals and objectives with emphasis on the company's code of business ethics and practices.

The orientation will be facilitated by the Training and Development Department, in coordination with the Human Resources Department.

Please be guided accordingly.

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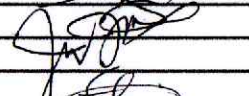
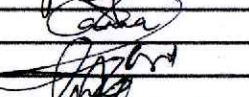
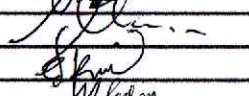
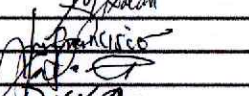
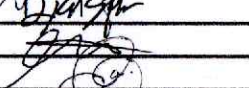

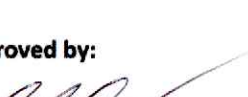
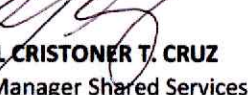
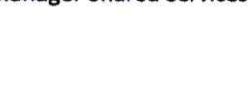




Earl Cristoner T. Cruz
Head – Human Resources Department

Approved by:


Jaime H. Nadal
AVP – Training and Development Department

INTERNATIONAL MARKETING GROUP (IMG) INSURANCE BROKERS CORP.

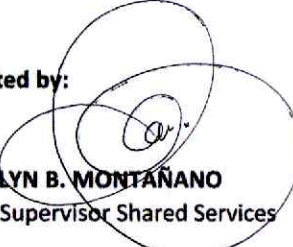
**Training and Development Department
Orientation for New Employees - Code of Ethics
November 29, 2024**

NO	SURNAME	FIRST NAME	DEPARTMENT	DESIGNATION	SIGNATURE
1	PICARDO	JAMYKA	ACCOUNTING	PERSONAL ASSISTANT	
2	REYES	JEDCASM LOUISE	ADMIN	MEMBER BENEFITS ASSISTANT	
3	LLANILLO	JULIANA H	HUMAN RESOURCES	HR ASSISTANT	
4	GREGORIO	JEMAIMA	MIS	MIS ASSISTANT	
5	NUEDA	RUBY ROSE	FINANCE	FINANCE ASSISTANT	
6	TANIEGRA	ANNA MAE	FINANCE	FINANCE ASSISTANT	
7	BALDOZA	KAYE ANGELA	FINANCE	FINANCE ASSISTANT	
8	HOBAYAN	MARK DAVID	ACCOUNTING	DATA ANALYST	
9	BACCAY	ANTHONY	CREATIVES - SOCMED	SOCIAL MEDIA ASSISTANT	
10	RIVERA	EUNICE	OPERATIONS & SUPPORT	CUSTOMER SERVICE ASSISTANT	
11	AXALAN	MHYCA	ADMIN	ADMIN ASSISTANT	
12	FRANCISCO	JAYZEL	FINANCE	FINANCE ASSISTANT	
13	LAQUINDANUM	CARLITO	ACCOUNTING	ACCOUNTING ASSISTANT	
14	SIMPLICIO	DYAN TRISH	LEGAL	LEGAL ASSISTANT	
15	RAGASA	JOHN GABRIEL	CREATIVES	GRAPHIC ARTIST	
16	MONTAÑANO	K.CLYN	HUMAN RESOURCES	HR SUPERVISOR	

Prepared by:


JULIANA H. F. LLANILLO
 HR Assistant Shared Services

Noted by:


K.CLYN B. MONTAÑANO
 HR Supervisor Shared Services

Approved by:


EARL CRISTONER T. CRUZ
 HR Manager Shared Services