MCVO
TALENT OUTSOURCING

Unit 411 Melbourne Residences,
11 Sen. Gil J. Puyat Ave., Palanan,
Makati City

REFERENCE NO : HRD-M001-2024

TO:	All MCVO Employees	**DATE:**	January 22, 2024
FROM:	HUMAN RESOURCES	**NO. OF PAGES:**	2
SUBJECT:	**Transportation Allowance**		

Dear All,

Good day to all of you.

During the new hire onboarding, it was communicated that the Transportation Allowance benefit for eligible employees who travel to work, will revert to 100 pesos once the COVID-19 Pandemic no longer poses a public health emergency concern.

On July 21, 2023, Pres. Ferdinand Marcos Jr. and the World Health Organization lifted the public health emergency.

In recognizing the rise in travel fare and gasoline expenses, we are pleased to announce that the transportation allowance benefit will increase from PhP100.00 to PhP250.00, effective February 1, 2024.

This adjustment aims to better support our team members during these challenging circumstances.

We appreciate your continued dedication to our organization.

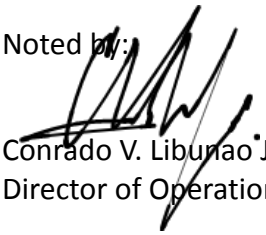
If you have any questions or concerns, please feel free to reach out

Sincerely,

Hanna Faye A. Barahan
HR Manager, Human Resource Department

Unit 411 Melbourne Residences,
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Makati City

Noted by:



Conrado V. Libunao Jr.
Director of Operations

Approved by:

Cherry V. Orlina
CEO/Founder