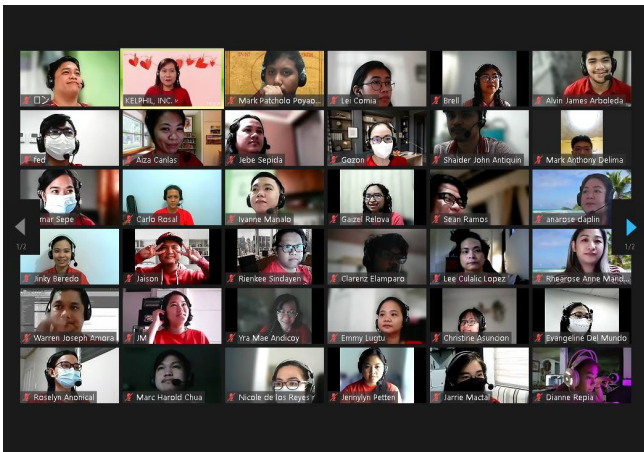


Valentine Monday



Distance makes the heart grow fonder.

In KELPHIL, distance made us perform weekly meetings at Zoom for the whole two years of WFH setup as communication is a vital part of its business.

Announcements, project discussions, Christmas parties (yes, games even) — online meetings has been a part of our professional life ever since we started working apart. This February, as Valentine's day drops on a Monday, KELPHIL did not let the chance pass as everyone attended the weekly meeting wearing the color of love, *red*.

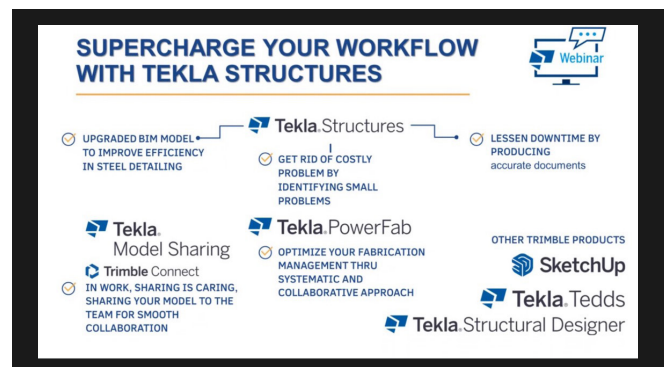
The online meeting was conducted as usual but with a touch of Cupid's favorite theme. The professional atmosphere was made more fun with cutesy crush confessions and cheesy Q&A's. This will be the last Valentine's for WFH setup and it is indeed an online meeting that made our hearts grow fonder. ■

Supercharge Your Workflow with Tekla Structures



Last February 24, 2022, the Tekla Team of Fabrication Design Group attended a "Supercharge Your Workflow with Tekla Structures" webinar conducted by Vibrant Technology Solutions (VTS) via Google Meet. VTS introduced some of Tekla's latest products that would help us improve efficiency in Structural Steel Detailing, lessen downtime by producing accurate documents, share your model with the team for smooth collaboration and optimize your Fabrication Management thru a systematic and collaborative approach.

VTS discussed Tekla's six (6) main products which are Tekla Structures, Tekla Structural Designer, Tekla Tedds, Tekla PowerFab, Tekla Model Sharing for Tekla Structures and Trimble Connect. Fabrication Design Group is currently using Tekla Structures and Tekla Model Sharing for Tekla Structures.



Let me introduce to you the two (2) products that we are using in Fabrication Design Group: **Tekla Structures** and **Tekla Model Sharing for Tekla Structures**.

Supercharge Your Workflow with Tekla Structures (Continued)

1

 **Tekla**
Structures

Tekla Structures is basically structural detailing and building information modeling software. It is the most advanced BIM software to create, combine, and manage 3D models packed with real construction information. You can use Tekla Structure in the project from planning to fabrication and from construction to maintenance and information management.

2

 **Tekla**
Model Sharing

Tekla Model Sharing enables efficient global collaborative modeling within one Tekla Structures model. Tekla Model Sharing gives users the freedom to work with the same model at the same time in different locations and time zones. With Tekla Model Sharing you can work locally and share the model changes globally. For example, one Tekla Model Sharing team of users can work in Japan, one in the Philippines, and one in New York. They all contribute to the same model, working around the globe during their office hours in different time zones while the model keeps building up all the time.

We know that the construction industry nowadays has the opportunity to digitally transform performance and modernize. BIM is much more than just photorealistic project visualization and clash detection. With Tekla, true and accurate information is possible. We can more efficiently design, construct, and maintain buildings to benefit builders and users alike using Tekla. With a truly constructible process, teams enjoy clear communication on projects of every size, even while working in different parts of the world. Work is shared with the right people 24/7 to keep team members well informed and in the loop. ■

KELPHIL Welcomes Employees Back On-site

With the COVID Alert Level dropping to Level 1, business establishments start to re-open for on-site work preparations.

On 14th March, 2022, KELPHIL starts the hybrid working setup. A schedule shifting where employees alternately work at office and at home so as to maintain a minimal crowd quantity. KELPHIL aims for a full manpower on-site operation after a month of hybrid setup.

Along with this gradual shift, KELPHIL ensures minimal to no cases of COVID-19 infection among its employees by establishing the following COVID-19 preventive measures:

SHUTTLE SERVICE



Transportation has been a major challenge for employees even before the pandemic and the alert level restrictions did not make it easier afterwards. Taking this into consideration, KELPHIL provides shuttle services to its employees to and from work.

KELPHIL Welcomes Employees Back On-site (Continuation)

AIR PURIFIER



This has become a must these days especially that offices are enclosed spaces and air-conditioned. In KELPHIL, a significant number of air purifiers are stationed at corners of the workplace especially at pathways and areas that are frequently visited by people.

SANITATION STANDS



While having one's own alcohol for sanitizing is being widely practiced these days, KELPHIL still makes an effort to guarantee workplace cleanliness by providing sanitation stands of disinfecting alcohol dispensers inside the office.

HEALTH CHECK AND SOCIAL DISTANCING REMINDERS



A notable part of the “new normal” which is being observed by almost all public establishments is the health check and social distancing protocols. As part of its COVID prevention measures, KELPHIL also provided a temperature checking device at the entrance of the office. Social distancing is also being advised.

As KELPHIL's hybrid work setup concludes, 100% back-to-office immediately follows. After two years of work-from-home setup since 2019 then practicing the hybrid system for a month this March 2022, KELPHIL resumes full manpower on-site work in April.



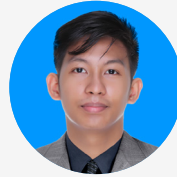
Welcoming the employees is the revamped entrance to KELPHIL displaying its new logo. ■

Welcome

TO THE KELFAMILY



Hi, I am James of System Arch Group.
I love watching anime, movies and TV series, reading light novels and manga. I like playing mobile and PC games.



Hi, I am Nilo of System Arch Group.
I love painting and drawing, playing musical instruments and cover songs, and also chorale singing. I like playing mobile and PC games and audio editing.

Technical Training in Japan Resumes



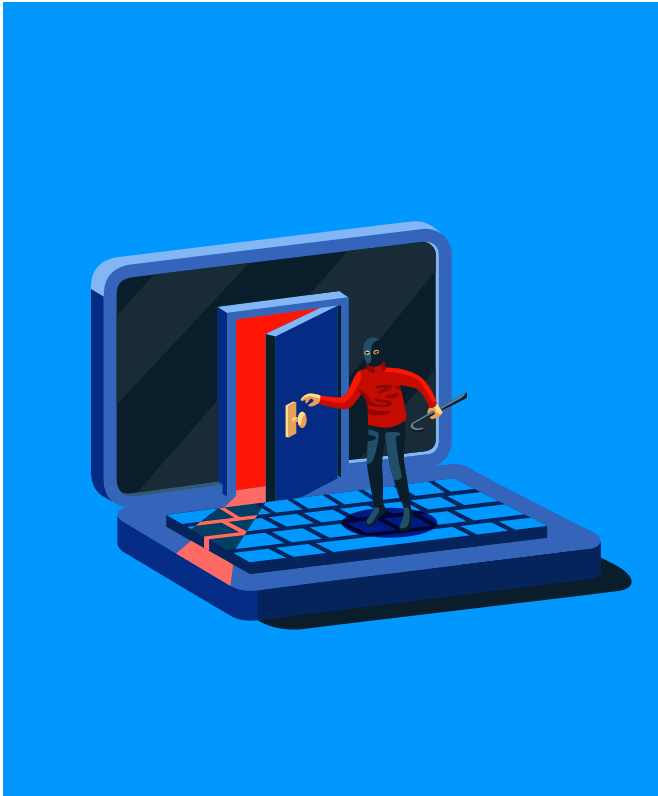
KELPHIL has been supportive to the overall growth of their employees.

Every year, a number of employees are sent to Japan to have a technical training in order to enhance their skills and to let them experience the language and culture of Japan. This helps improve their self-development and confidence at work. Due to the problems brought by the

COVID-19 pandemic, the technical training in Japan was postponed for two years. This month, the first batch of trainees finally flew to Japan and began their training. This batch consists of members from the Architectural Group and the Structural Group.

The next batch of trainees from the Architectural Group, Structural Group and the Fabrication Design Group are now preparing for their turn to be sent to Japan for technical training. ■

Cyber-Attacks and Spam Mails Intensifies

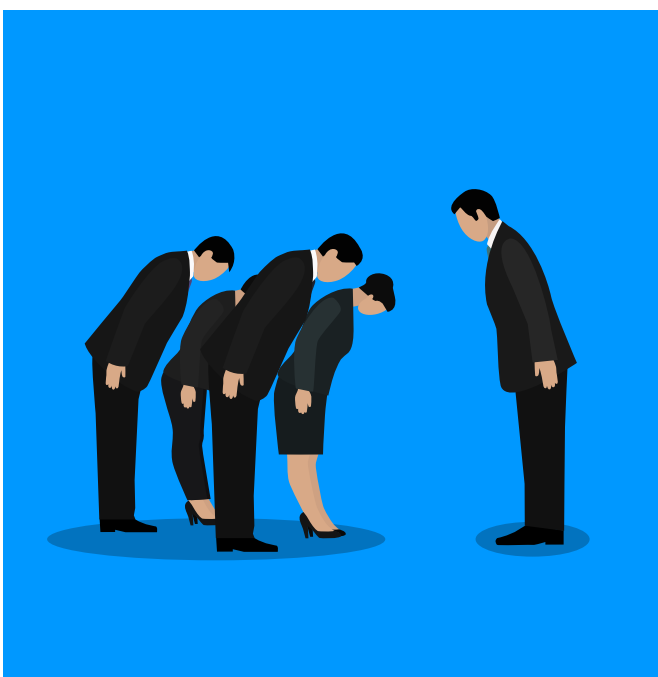


Recently, this month of March, Kelphil employees constantly received notification mails detailing that mails were either spam or malicious ones containing malware or viruses.

Although mails were already blocked by our Parent company's mail security gateway before reaching its destination as employees received only notifications of blockages and warnings about the said malicious mails, employees were asked to become vigilant and careful on clicking links and attachments in each mail they receive.

It is also advisable to check the details of sender especially its mail addresses if they are truly from customer mails and from people you can recognize. Everyone is asked to practice all the learnings from past Company's Security Information System online courses about cyber-attacks. ■

Be Face-to-Face Ready, Remember Your Japanese Business Greetings



1

「お疲れ様です」

“otsukaresamadesu”

generally used as an opening greeting to most businesses. Can be used by anyone regardless of the position at work. It's like saying “Hello!” in a professional way.

2

「ご苦労様」

“gokurousama”

is also a business greeting but only used by bosses to subordinates. For employees, being familiar with this phrase can help in knowing to properly greet your boss back.

Be face-to-face ready, remember your Japanese business greetings (Continuation)

3

「お先に失礼します」

“osakinishitsureishimasu”

it is being used when leaving work earlier than others or at any business occasion where one has to depart before the scheduled conclusion. To relay a respectful exit or to simply acknowledge the longer time being spent by your colleagues.

5

「よろしくお願ひします」

“yoroshikuonegaishimasu”

commonly, this is used as a part of self-introduction but also when acknowledging the help you receive or will be receiving from your colleagues.

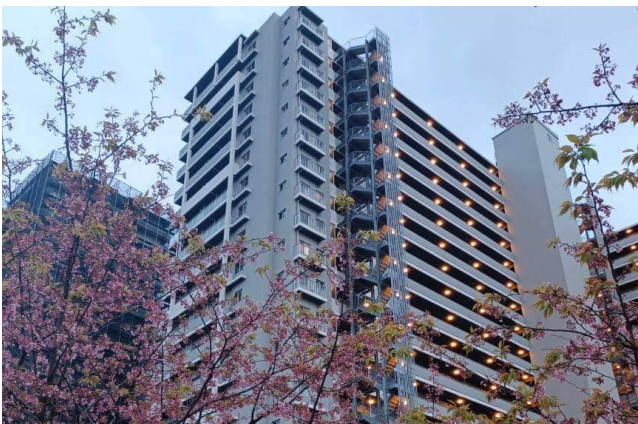
4

「お疲れ様でした」

“otsuakaresamadeshita”

the usual response to ③「お先に失礼します」 but can also be used when someone finishes a project or a task. This shows recognition to their effort.

Cherry Blossom Season



Japan is known for their cherry blossoms (or “sakura” in Japanese) and people from all over the world make an effort to witness its blooming season.

Cherry blossoms usually bloom from late March to April, and can sometimes last until early May. The peak bloom varies every year but is usually experienced between the last week of March and early week of April. This year, the cherry blossom season in Tokyo officially started on the 20th of March.

To enjoy the spectacular view of this season, people visit parks and gardens for an outdoor activity called “hanami” or “cherry blossom viewing”. This is usually done by gathering around the trees and by having picnic with families and friends while taking the time to relax with the beautiful scenery. ■