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President's Corner

by: Michael Francis A. Dela Cruz

THE ROLE OF CORPORATE VALUES IN DRIVING BUSINESS SUCCESS

Our family, education, religion & experiences make us all unique in the way we would conduct ourselves in the workplace. The diverse background of our employees can strengthen an organization thru innovation and multifaceted approaches to the corporate task. However, it can easily lead to ineffectiveness. Thus, it is critical that Sydenham be able to collectively manage its human resource for business success.

VALUES MANAGE OUR EMPLOYEES:

The challenge then is how Sydenham best administers the individual employees' beliefs and behavior towards our business objectives. The company's corporate culture, as defined by our corporate values, is the management tool by which are able to have our 250+ people collectively march in cadence to execute our business plans. Our employee's acceptance and personification of our corporate values collectively administer the employee's corporate behavior towards our business goals.

VALUES DEFINE CUSTOMER PREFERENCE:

The reason for our existence is our customers. Our customers choose to give us their hard-earned money that enables us to pay salaries, better our individual lives and grow.

Customer preference is mainly driven by Sydenham's behavior toward their needs. Our collective action towards our customers is shaped by our corporate values and it determines the customer's preference to patronize our service.

VALUES DEFINE CORPORATE RESPONSIVENESS:

Our employees' behavior and actions determine the corporation's speed to achieve or fail. For this reason, we can say that human resources are the company's most important asset. Corporate values influence employees' propensity to act with speed to support our customers' needs and ultimately generate more business.

VALUES DRIVE EFFECTIVENESS AND EFFICIENCY IN THE CORPORATION:

Sydenham's corporate values support the vision/mission of the company and define its culture. It is the underlying rhythm that determines our resolve and urgency to drive towards our corporate objectives and effectiveness of implementing our strategies. It is the underlying tempo of efficiently implementing our individual purpose towards corporate goals is orchestrated by our values.

VALUES ARE OUR CORPORATE CONSCIENCE:

When we take work-related decisions, we encouraged all to reflect on our corporate values. Consider whether or not your decision and the resulting action will support our corporate values? Thus, when we are at a lost on what work-related action to take, reflect on our corporate values for guidance & clarity.



Editor's Note

by: Marie Paz Regina P. Atienza

We have a few firsts and some successful reruns featured in our newSLInk. In this issue, our President and our CEO/Chairman both talk about the importance of our Corporate Values because these are what should be a common guidance for all in making work-related decisions. Let us remember that it is important that we not only memorize them but more so take them to heart and live by them when at work. We also showcase the numerous training and corporate activities we had from July to December - do you see yourself in any of the photos? We had our very first Fun Run and Outreach program last year and based on the feedback they were a success and many are looking forward to these again in the following years.

You may notice that Sydenham was invited to attend a couple of graduation activities of schools which this is a testament to our thrust to strengthen relations with colleges & universities offering BS Pharmacy. In this issue, employees who have contributed significantly as well as those who received service awards are also highlighted. We also have a couple of articles which you might find interesting - the significance of Chemistry Law and tips on how to keep ourselves healthy. Lastly, don't forget to join the games/activities because you just might win some GCs! Enjoy!

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Trending Operational Success

The most high sounding, 'looking forward to' task of managing and supervising is when there is the so called 'annual xx planning'. The group authors a Business or Operational Plan, downloads it to executor, 'the troops'. A lot of times, this is done outside the confines of the business operations. In our case, at eSLI, this is conducted offsite for 2 days in a place that is different from our workplace. Here typically, we author and agree on the Plans, Objective, Strategies, timelines, goals, how/who will implement and other important matters relevant to the above. Guided by our MISSION/VISION statement.

Thereafter is the execution time, which can take a month, a quarter or a year to do. This task to make the plan, a so-called 'successful', is operational CONTROL function. This comes in the form of a day to day or weekly or monthly or quarterly or annual performance review meetings. People dread this sessions as 'mahaba', 'ma-sasabon na naman', 'never enough or never satisfied', a few 'GOOD' but followed by 'what's the next higher bar-goal!!'

Unfortunately, this is reality. The competitor-enemy is not asleep or a new challenger comes along or your ally CUSTOMER that you serve wants more than earlier!!

This is a very important and basic undertaking function in management and supervision. It is 1/5 and last function defined in the classical definition of 'management'. However, not everything is defined in detail, so every member of the organization has to own part of this 'unknown' situation.

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Chairman's Desk

by: Jacob A. Peña Jr.

OWNERSHIP responsibility of control: self-discipline to review, feedback, react & corrective or enhancing act to improve how we are performing to our business, to our organizational & our individual goals & objectives.

For the above reason and undefined situations, we have identified the VALUE we as a company adhere as common importance to all of us at eSLI. It is listed in sequence of priority of thinking process but not necessarily importance because they are all important for our success.

Let's make it our automatic thinking checklist-react ownership as follows:

- O Customer Oriented- meet their expectation responsively;
- O Growth Oriented- align resources to power corporate growth objectives;
- O Quality- always finding ways to IMPROVE ourselves & work standards to bring our products & market services of best quality;
- O Urgency- execute task & attain objectives w/speed; Quick to positively react & act.
- O Innovative- bold & logical steps in achieving objectives; Continuous thinking process of improvement.
- O Integrity- righteous & honest in our business undertaking & execution of our work.
- O Fairness- treating each other justly, allow open communication & constructive criticism. Especially our employees & suppliers business undertaking.

Our SEVEN values that auto-guides us, Do take it at HEART and share it regularly with colleagues at eSLI.

TRAINING HIGHLIGHTS

by: Jamaica C. Paulino

ISO 19011:2011 IQA TRAINING GUIDELINES USING ISO 9001:2015 QMS

Successfully supported the training and certification of newly identified SLI auditors and as a refresher training to our existing qualified auditors. Facilitated by IQA Team Leader Val H. Alumnos, last July 5-6, 2018 for theoretical training and workshop. Certification was done separately and conducted during actual department IQA schedule to experience how audit is being performed and completed.



ORGANIZATIONAL MANAGEMENT AND DEVELOPMENT SEMINAR

24 newly hired & promoted professionals/technical personnel successfully completed the 2018 OD Seminar facilitated by our Chairman and CEO, Mr. Jacob A. Pena Jr. aiming to develop an organization that is more effective in accomplishing the company's desired goal. This focuses on developing the structures, systems and processes within the organization to improve organizational effectiveness. OD completion was celebrated last October 3 in Dasma Office and October 4 for Alabang Office.



SAFETY MANUAL, EMERGENCY PREPAREDNESS AND RESPONSE PLAN TRAINING

As part of our compliance to safety requirements, we make sure that employee awareness is also at its highest level. Last August 3, 2018 headed by our MIS Senior Manager Mr. Tony I. Jopson, we conducted the "Safety Manual, Emergency Preparedness and Response Plan" to our employees. The training focuses on providing a safe, secure and healthy environment for all its employees, contractors and guests. Attended by 41 employees and facilitated by different content experts. Together with Mr. Jopson were Danessa Santos, Jed Quebral, Nixon Forteza, Joselyn Burog and Jojo Decena.



MANAGEMENT TOOLS TRAIN THE TRAINER SESSION

As part of our pre-work and activities prior to the Sydenham 2019 Planning Session in October. We conducted the Management Tools by Mr. Michael Francis A. Dela Cruz (President), Mr. Robert V. Bautista (GM/COO) and Ms. Marie Paz Regina P. Atienza (Finance & Admin Director) for a refresher training and deeper understanding on how we can use SWOT/SWOT Strategic Matrix, the Mc Kinsey 7S Model, Balances Score Card and the OGSM tools in making our 2019 Planning more strategic, more effective and more efficient in achieving our Enterprise Goal as One.



DLSHSI PAGDAYAW 2018: COLLEGE OF PHARMACY BACCALAUREATE MASS & RECOGNITION RITES

SLI was invited by DLSHSI College of Pharmacy to witness the graduation rites of the first batch of their graduates for College of Pharmacy. It was indeed a success wherein we were able to cater a total of 42 students from 2 sections for their manufacturing internship program for 200 hours. We also awarded small token of Appreciation for Ms. Rica Karikitan as Outstanding Intern for Manufacturing.



ADAMSON UNIVERSITY: COLLEGE OF PHARMACY THANKSGIVING MASS AND TESTIMONIAL LUNCH

SLI participated in the Thanksgiving Mass and Testimonial Lunch for BS Pharmacy graduates of Adamson University. Ms. Jam Paulino (Training Section Manager) and Ms. Tin Rosema (Recruitment Specialist) were given a few minutes to introduce SLI to the graduating students and career opportunities we can offer to them.



SYDENHAM CORPORATE STRATEGIC PLANNING SESSION 2019

Sydenham Enterprise held the 2019 Planning Session last October 18-19, 2018 at Seda Nuvali, Santa Rosa Laguna. The Strategic Planning is a systematic process that helps us set an ambition for our business' future and determine how best to achieve it. Its primary purpose is to connect three key areas: the Mission, the Vision and the Plan.

Mr. Jacob A. Peña Jr. welcome all the participants and presented the SLRP 2022 Imperative Updates. For Environmental Scan Highlights, we had Mr. Abe Villacorta for Economic Indicator and Mr. Ceasar Igual for Industry Landscape. All BU's presented their 2019 OGSM (Top Management Level): Mr. Robert Bautista for SPI, Mr. Angelo Felix for SPI and Mr. Mike dela Cruz for Nutrifood & eCommerce Business. And then as we completed the session all Department Managers were able to present and revised their 2019 Department OGSM/Plan according to discussions and feedback.



Benedict Berse
JULY



Jayson Tongco
AUGUST



Guio Pantig
SEPTEMBER



Eddie Patino
OCTOBER



Remegio Margallo
NOVEMBER



Josephine Solis
DECEMBER

EMPLOYEES OF THE MONTH

by: Hilda R. Calasang

2018

Service Awardees

by: Hilda R. Calasang

15 YEARS

John Albert A. Peña
BUSINESS PLANNING
(JANUARY 06, 2003)

Melissa Nice B. Ambagan
PRODUCTION
(JANUARY 07, 2003)

Renante A. Rabina
PRODUCTION
(JANUARY 07, 2003)

Gilbert R. Villanueva
PRODUCTION
(JANUARY 07, 2003)

Jocelyn E. Hirang
FINANCE
(JANUARY 20, 2003)

Bernard O. Oriña
SUPPLY CHAIN
(APRIL 14, 2003)

Melvin O. Garra
PRODUCTION
(MAY 05, 2003)

Gilbert M. Borja
SUPPLY CHAIN
(MAY 19, 2003)

Jayson Jeselle M. Tongco
PRODUCTION
(MAY 19, 2003)

Rommel V. Machon
SUPPLY CHAIN
(JUNE 23, 2003)

Janeth B. Gardon
QUALITY
(AUGUST 04, 2003)

Franklin L. Camañag
SALES-PHARMA
(SEPTEMBER 15, 2003)

Maureen A. Ibe
SUPPLY CHAIN
(NOVEMBER 17, 2003)

10 YEARS

Jeffrey S. Mirasol
PRODUCTION
(FEBRUARY 09, 2008)

Salvador M. San Jose
PRODUCTION
(FEBRUARY 09, 2008)

Princess Joy de Guzman Borlongan
FOOD PROCESS FACILITY
(MAY 05, 2008)

Jeniffer J. Salasbar
PRODUCTION
(MAY 22, 2008)

Antonio J. Jopson
IT & SECURITY
(JULY 07, 2008)

Michael B. Genova
SPI
(AUGUST 28, 2008)

5 YEARS

Rebecca Corazon M. Baysa
TECHNOLOGY
(MAY 23, 2013)

Ailen Grace P. De Leon
SPI
(JUNE 20, 2013)

Pompey G. Estoria
SPI
(JUNE 27, 2013)

Jose Abesael M. Leosala
FACILITIES
(JULY 09, 2013)

Oliner L. Paquinto
SUPPLY CHAIN
(JULY 09, 2013)

Laarni M. Pagcaliwagan
TECHNOLOGY
(AUGUST 13, 2013)

Jonathan B. Costa
PRODUCTION
(SEPTEMBER 03, 2013)

Jerome O. Javier
PRODUCTION
(SEPTEMBER 03, 2013)

Anigilda L. Digno
FINANCE
(OCTOBER 08, 2013)

Michael G. Espineli
PRODUCTION
(NOVEMBER 07, 2013)

Melville O. Garra
PRODUCTION
(NOVEMBER 07, 2013)

Bryan C. Reyes
SPI
(DECEMBER 05, 2013)

Avamir T. Tillman
SUPPLY CHAIN
(DECEMBER 05, 2013)

Thank you for your hard work and dedication!

SIGNIFICANCE OF CHEMISTRY LAW ON SYDENHAM Laboratories, Inc.

by: Jonniel S. Vince Cruz, RCh Quality Department

The Republic Act 10657, also known as the Chemistry Law of the Philippines took effect on 12 April 2015 or fifteen (15) days following its complete publication in the Official Gazette last 27 March 2015. This Act, which superseded the previously enacted law, the R. A. No. 754, had various impacts on SLI at which it contributed to the improvement of the QC Chemical Laboratory with its facilities for safety and security purposes. As stated in the law, "Only firms, corporations, government agencies, academic institutions duly authorized by the Board, that hold a valid certificate may operate a chemical laboratory or engage in the practice of chemistry or chemical analysis in the Philippines." A valid certificate, which would be issued by the Board of Chemistry, requires sufficient protective equipment, safety devices and maintenance for the analysts working in the area. After the new Chemistry Law started its implementation, safety devices such as fume hoods, emergency showers, fire alarms, exhaust ducting have been checked more frequently for repairs and improvement. A safety manual intended for chemical analysts working in the area have been developed to prepare the employees on unforeseen laboratory situations.



The new Chemistry Law strengthened the need for qualified and skillful professionals in SLI QC Laboratory as it allowed only licensed chemists, and chemical technicians to practice the Chemistry profession inside a chemical laboratory while the Pharmacy Law allows Pharmacists to conduct chemical, biological or microbiological analyses and assay of pharmaceutical products, food/dietary supplements, health supplements, and cosmetics. Chemical storage and waste disposal had been reviewed to facilitate compliance with environmental laws and regulations. Proper signatories had now been identified in the certificate of analysis to ensure liability of professionals who performed testing and analysis. The head of a chemical laboratory shall be a registered chemist. Lastly, the Chemistry Profession Act recognized the hazards of chemical laboratory testing for the employees, which led to the provision of hazard pay, health insurance in SLI, which are now being given to all laboratory personnel exposed to the risks of chemical analysis.

Sydenham Laboratories, Incorporated has been found to meet the requirements of the said Act and the Rules and Regulations of the Board. Our Certificate was given on the 23rd of August 2018 with Certificate of Authority to Operate No. 072 valid for three (3) years from the date of issue.

CAN YOU SOLVE THIS?

WIN Gift Certificates worth P200 each.

$$\begin{array}{l} \text{Red flower} + \text{Red flower} + \text{Red flower} = 60 \\ \text{Red flower} + \text{Blue flower} + \text{Blue flower} = 30 \\ \text{Blue flower} - \text{Yellow flower} = 3 \\ \text{Yellow flower} + \text{Red flower} \times \text{Blue flower} = ? \end{array}$$

Text your NAME/DEPARTMENT/CORRECT ANSWER to
0929 142 9817

Ex. Juan dela Cruz/Production/19

Five (5) Random Winners with the correct answer will receive
Gift Certificate worth P200 each.

Winners will receive a text message on how to claim their
prize.

Choose and Answer 5 questions and get a chance to be featured on the next newSLink "EMPLOYEE HIGHLIGHTS" and WIN GIFT CERTIFICATES!

- How would you describe your day job to a child?
- What is your biggest achievement to date – personal or professional?
- What do you like most about your job?
- What does a typical day look like for you and what are you currently working on?
- What three words would you use to describe your role?
- If you could switch jobs with someone, who would it be?
- What is on your wish list for your next five years here?
- What are your biggest professional challenges?
- If you could choose anyone, who would you pick as your mentor?
- If you could change one thing about working here, what would it be?
- What do you like most about your job?
- What advice would you give to recent new entrants?
- What's your most memorable facepalm moment?
- When was the last time you laughed so hard you cried?
- What is your motto or personal mantra?
- Given a chance, who would you like to be for a day?
- What's your favourite line from a film?
- What is your guilty pleasure?

Send your Questions and Answer on our SLI page
www.facebook.com/SLI.sydenhamlab

Four (4) winners with best answers will be chosen and will get gift certificates worth 500.00 each.

Submission of entries is until July 12, 2019, and the announcement of winners will be posted on the next newSLink "EMPLOYEE HIGHLIGHTS"

SLI 4th BLOOD DONATION DRIVE

AUGUST 2018



2018 SLI SPORTSFEST

Basketball • Volleyball • Fun Run

SEPTEMBER 2018



SYDENHAM STRATEGIC PLANNING



OCTOBER 2018

SLI KIDS TREAT DAY



OCTOBER 2018

BLESSING OF NEW SPI OFFICE IN ALABANG

NOVEMBER 2018



1st SYDENHAM OUTREACH

Bukid Kabataan Center in Barrio del Fuego Brgy. San Francisco General Trias, Cavite

DECEMBER 2018



“HEALTH IS A STATE OF MIND; WELLNESS IS A STATE OF BEING”

by: Venus B. Roque, RN

Research indicates that staying physically active can help prevent or delay certain diseases, including some cancers, heart disease and diabetes, and also relieve depression and improve mood. Inactivity often accompanies advancing age, but it doesn't have to. Like exercise, your eating habits are often not good if you live and eat alone. It's important for successful aging to eat foods rich in nutrients and avoid the empty calories in candy and sweets.

Food provides energy for physical activity. As you get more active and more fit, and/or as you lose weight, your energy needs may change. To get the energy you require, you need to get the proper amount of:

- **Protein**, which is needed to maintain and rebuild tissues such as muscles.
- **Carbohydrate**, which is the body's preferred source of energy.
- **Fat**, which also provides energy.
- **Water**, to replace water lost through activity.

THE PERFECT DAY ON A PLATE FOR OFFICE WORKERS	
7 am	To optimize your metabolism, you should ideally eat breakfast before 8am. The best breakfast options that you can quickly prepare at home include low-GI oats or muesli with thick yogurt and fruit, an egg or baked beans on toast or even a liquid meal drink that you can grab on the way out the door.
10 am	If you have had a good breakfast, you should feel slightly peckish a few hours later. This shows your body is burning its fuel efficiently. Good snacks to have now include thick yoghurt, fruit and wholegrain crackers with low-fat spread. A cup of green tea is also ideal.
12 - 1 pm	Lunch is when things can start to go wrong. If you have not eaten enough food throughout the morning, you may notice that now is when you start to crave sugar. To help manage these cravings, and to avoid snacking on fatty, sweet foods, ensure your lunch contains a good amount of vegetables and protein.
3 - 4 pm	If you have had a well-balanced lunch, you should be satisfied until mid-afternoon. Nuts offer essential fats and are filling. Try a nut-based snack bar or nut spread on wholegrain crackers. If you crave sweet foods, try a low-fat hot chocolate.
6 - 7 pm	Eating dinner late is one of the biggest mistakes we make, but it is sometimes inevitable, with long working hours and commutes. Keep your dinner lighter with light grills, vegetables and salads.

But Nutrition is not the only one essential in our life, Physical activity is also vital especially for office workers. Sitting in a long period of time may result in several health concerns as per research. To prevent such an outcome why don't we try these simple tips to increase our daily movements:

1. Don't eat at your desk, always move to another area during your lunch break. Try going for a 10-minute walk to eat.
2. Keep printers and faxes out of reach so that you need to get up to collect your documents.
3. Rather than communicating via phone or email, get up and speak to someone face to face.
4. Be aware of good posture: sit up straight with your shoulders back and stomach muscles pulled in.
5. Rotate your shoulders and neck periodically to release tension.
6. Encourage yourself to use the stairs whenever possible.

Some people may find it bothersome to prepare healthy foods and even more bothersome to exercise a little. But it is always better to be careful than sorry. As per Lucille Ball says " I'd rather regret the things I've done, than regret the things I haven't done".



IRIDESCENCE

by: Hilda R. Calasang



SLI's Annual Christmas Party celebration with theme – *"Iridescence – Sydenham's Resilience to Changing Times"* - features the Kaleidoscope of colors interpreted by group departments. Technology White Group bagged the 1st prize for their interpretative dance entitled – Hope, Unity and Peace.