



Dole Philippines, Inc.
HUMAN RESOURCE DIVISION
Industrial Relations Department

DOLEFIL PIÑASAYA
GUIDELINES AND MECHANICS

JUNE 22, 2024

Dole Gymnasium



INDUSTRIAL OPERATIONS	AGRICULTURE OPERATIONS	SUPPORT SERVICES
Can Manufacturing Plant DFPO FRPC IO Production Planning Operational Excellence Packaging Processing REM	Fresh Pines Operations Growers Harvesting Land Preparation Managed Farms Non-Pine Operations North Base Farms Nursery Planting Sarangani Zone South Base Farms Spraying & Mixing Transportation Control	ARITS Central Supply & OP DAH Corporate IT Digital Technologies E2E Supply Chain Planning Engineering Services EHS Finance General & Admin <i>(Security, Legal, & DSI)</i> Global Technology Human Resources Procurement Product Development & Innovation Quality Assurance SC – Physical Logistics Sustainability



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  *Step Back in Time with Dolefil Piñasaya: Ali na sa Panag-uban ug Kasadya!*  

Get ready to be swept away by the infectious energy of the retro-themed extravaganza Dolefil Piñasaya! As we gear up to celebrate the upcoming anniversary of Dole Philippines, we're immersing ourselves in the funky vibes and vibrant colors of yesteryears. This is where the past meets the present in a colorful fusion of fun and festivity. Let's make this anniversary one to remember as we celebrate in retro fashion and create timeless moments together.  

A. ATTENDANCE & REGISTRATION

Schedule of attendance/registration:

Early Bird Raffle **4:00 am-6:00 am**

Regular Attendance **6:00 am-4:00 pm**

- The Dolefil Piñasaya activity is open to all Dolefil (regular, probationary, project) employees.
- All employees and guests are required to register upon arrival for attendance monitoring.
- Meal stubs will be given during registration. ONE STUB-ONE MEAL POLICY.
- Upon registration, the employee must present any valid ID with a picture (eg. *Company ID, any government-issued ID* (driver's license, SSS/UMID ID, etc.)

B. PARADE

- Participants shall gather at the designated assembly area before 6:30 a.m. for the start of parade.
- Each team will choose its muse wearing retro-inspired outfit, who will lead the team during the parade and represent it during the opening ceremony.
- Participants are encouraged to wear the colors of the designated team shirt to show unity and team spirit.

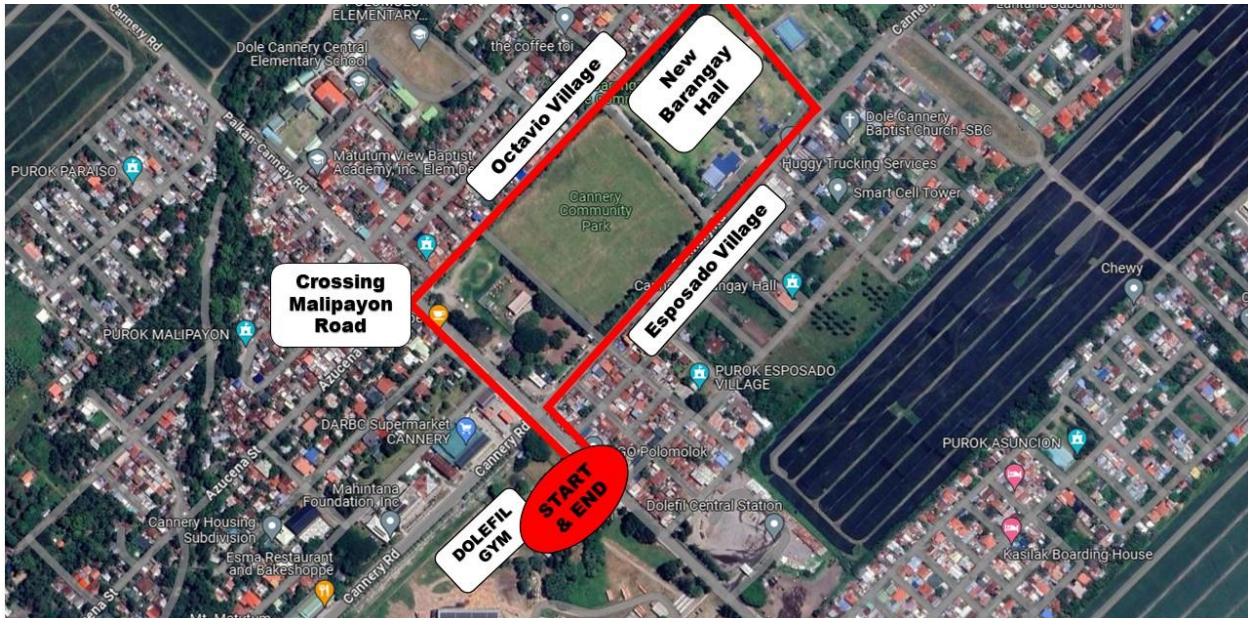
Yellow for Industrial Operations
Green for Agri Operations
Blue for Support Services



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- The parade route will start and end in Dolefil Gymnasium.



DOLEFIL PIÑASAYA PARADE ROUTE

C. BANNER RAISING

- The banner-raising ceremony will mark the official start of the event.
- Two (2) selected representatives from each team (Director/Manager & Muse) holding their team banner will race their way from the stage of the Dole gym court area to the designated flag poles on the other end. The winner of the banner raising will be the first team to have its banner reach the top of the pole.

D. ENTERTAINMENT

- Entertainment segments in the afternoon will include performances from volunteer employee groups, guest artists/performers, and other interactive activities.
- The entertainment lineup will be diverse to cater to different interests and age groups.



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E. RAFFLE

Pre-Drawn Raffle

- Using an electronic randomizer, raffle winners will be drawn one (1) week before the event.
- **All Raffle Winners will be posted on designated bulletin boards one (1) week before the event. Winners may claim their prizes during the event or not later than July 6, 2024.**
- All winners must present their identification cards (IDs) upon claiming their prizes. Employees who cannot personally attend the activity may designate an authorized representative to receive the raffle item if they present the following:
 - a. Authorization Letter
 - b. Any valid ID of the absent employee (e.g., company ID or any government-issued ID)
 - c. Any valid ID of the representative (e.g., company ID or any government-issued ID)
- A raffle distribution area will be designated in the Dolefil Gym premises, where winners may claim their prizes.



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GUIDELINES AND MECHANICS

F. COMPETITION

MECHANICS FOR MASS DANCE COMPETITION

1. The competition is open to three (3) teams (*Industrial Operations, Agri Operations, & Support Services*), each with a minimum of 30 members and a maximum of 50 members. The team that fails to meet the minimum number of participants will be disqualified.
2. Each team must consist of participants from different departments whose names will be submitted two (2) weeks before the competition. (Eg. Industrial Operations--- members must include employees from Can Manuf Plant, Packaging, DFPO, FRPC, Processing, etc.)
3. Each group will perform a mass dance routine using music from the 60s to 80s (retro)/remix.
4. The performance duration should be a minimum of 5 minutes and maximum of 7 minutes, with penalties for going over or under this time limit. A deduction of 5 points will be applied for performances that exceed or fall short of the time limit. Additionally, there will be a 2-minute preparation time with a deduction of 3 points for any delay in starting the performance. Deductions will be applied to the total score of the performance.
5. No practice should be done during working hours. No expenses shall be charged to any Department.
6. The following are the criteria for the competition:

Choreography (creativity, style, and originality)	40
Execution (coordination, timing, and projection)	30
Costume and Props	20
Audience impact and engagement	<u>10</u>
Total	100%

7. Teams may use props not exceeding 6 feet in height. Pyrotechnic gadgets, party poppers/confetti, smoke, or combustible materials are not allowed as props. Acrobatics, lifting, and tumbling are also not allowed.
8. Any team proven to violate any stated rules and regulations may be disqualified from the competition.
9. The decision of the judges is final and non-appealable.



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MECHANICS FOR YELL COMPETITION

1. The competition is open to three (3) teams (*Industrial Operations, Agri Operations, & Support Services*), each with a minimum of 20 members and a maximum of 30 members. The team that fails to meet the minimum number of participants will be disqualified.
2. Interested participants may register for the competition with their respective Admin Assistants.
3. The performance duration should be a minimum of 3 minutes and maximum of 5 minutes, with penalties for going over or under this time limit. A deduction of 5 points will be applied for performances that exceed or fall short of the time limit. Additionally, there will be a 2-minute preparation time with a deduction of 3 points for any delay in starting the performance. Deductions will be applied to the total score of the performance.
4. The following are the criteria for the competition:

Originality	30
Clarity of voice and mastery	25
Timing and coordination	20
Audience impact and engagement	10
Props and Costume	<u>15</u>
Total	100%

5. The use of profane and inappropriate language is strictly prohibited.
6. No practice should be done during working hours. No expenses shall be charged to any Department.
7. Props should be minimal (e.g., Pompoms, hats/headpieces, flags, ribbons). The use of recycled props is allowed.
8. Pyrotechnic gadgets, party poppers/confetti, smoke, or combustible materials are not allowed as props. Acrobatics, lifting, and tumbling are also not allowed.
9. The decision of the judges is final and non-appealable.



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GUIDELINES AND MECHANICS

MECHANICS FOR SINGING COMPETITION

1. The competition is open to three teams (*Industrial Operations, Agri Operations, and Support Services*), **each with two representatives.**
2. Participants may choose any song. Songs can be in English or Filipino and in any genre, catering to their diverse musical preferences.
3. The following criteria include:

Vocal Quality	40
Stage presence	20
Interpretation	20
Song Choice	10
Audience impact and engagement	<u>10</u>
Total	100%

4. Interested participants may register for the competition with their respective Admin Assistants. Their team must choose two (2) participants who are the best to represent them. Participants should submit their song piece (instrumental piece) to the IR team one (1) week before the event.
5. Rehearsal schedules must not be done during working hours.
6. The decision of the judges is final and non-appealable.

G. FOOD DISTRIBUTION

- During the event, a designated area will be available for food distribution in the Dolefil premises. Distribution will start at 7 AM and end at 5 PM, with no lunch break.
- A Committee will be responsible for the distribution based on the employees' Division.
- Employee shall present his/her MEAL STUB to the assigned personnel.
- The Admin Assistants will submit the names of the employees who are required to work on the day of the activity at least three (3) days before the activity. The respective Department Managers should duly sign the list. Employees not included in the list are considered "*not on duty.*"



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H. SAFETY AND SECURITY

- All employees and guests must observe a proper dress code. Sando, sleeveless shirts, skimpy shorts/skirts, slippers, and sandals are prohibited.
- Weapons, sharp objects, and harmful materials should not be brought to the gym premises.
- **EVERYONE** must submit themselves for inspection.
- Backpacks are strictly NOT allowed inside the activity area. Employees are encouraged not to bring backpacks with them.
- Upon entry, small bags and other personal belongings will be inspected.
- **STRICTLY NO SMOKING** on the activity premises.
- Persons under the influence of alcohol will be denied entry.
- Vehicles (except fire trucks, ambulances, and delivery vans used by food distributors) are prohibited inside the activity premises. Parking areas will be designated for all guests and other company vehicles.
- Security personnel will be stationed at critical points to ensure the safety of all attendees.
- Emergency exits, first aid stations, and fire extinguishers will be marked and accessible.
- Participants are reminded to follow safety guidelines and report concerns to event staff immediately.

The company shall not be held liable in case of illness, injury, death, property damage, or loss that may be sustained by any participant caused by his/her negligence during the activity.



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I. OVERALL TEAM SCORING & AWARDS

EVENT	POINT SYSTEM
PARADE Plaque	GOLD 20 SILVER 10 BRONZE 5
MASS DANCE *Cash, Plaque and Dolefil products	GOLD 50 SILVER 30 BRONZE 20
YELL * Cash, Plaque and Dolefil products	GOLD 50 SILVER 30 BRONZE 20
SINGING COMPETITION *Cash and Dolefil products	GOLD 20 SILVER 10 BRONZE 5
ATTENDANCE Plaque	GOLD 20 SILVER 10 BRONZE 5
TEAM MUSE Sash & Bouquet	GOLD 20 SILVER 10 BRONZE 5
BANNER RAISING	GOLD 20 SILVER 10 BRONZE 5

Mass Dance Competition

- 1st Place: 15,000 pesos in cash + Dolefil products**
- 2nd Place: 10,000 pesos in cash + Dolefil products**
- 3rd Place: 7,000 pesos in cash + Dolefil products**

Yell Competition

- 1st Place: 10,000 pesos in cash + Dolefil products**
- 2nd Place: 7,000 pesos in cash + Dolefil products**
- 3rd Place: 5,000 pesos in cash + Dolefil products**

Singing Competition

- 1st Place: 3,000 pesos in cash + Dolefil products**
- 2nd Place: 2,000 pesos in cash + Dolefil products**
- 3rd Place: 1,000 pesos in cash + Dolefil products**
- Consolation: (3) 500 pesos in cash + Dolefil products**



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GUIDELINES AND MECHANICS

The team with the highest points will be announced as the Dolefil Piñasaya OVERALL WINNER;

Cash Prizes:

CHAMPION	Php 20,000.00
1ST RUNNER UP	Php 15,000.00
2ND RUNNER UP	Php 10,000.00

We appreciate your full cooperation with these guidelines and mechanics, which will enhance the overall experience of Dolefil Piñasaya and promote participation, teamwork, safety, and enjoyment for everyone involved.

Thank you.

HR-Industrial Relations