

### Audio and Video Monitoring

22. The Company shall be under video monitoring through its installed CCTV cameras within the production floor and office premises. Calls made by its employees shall also be monitored through audio recording and monitoring for audit and evaluation purposes.

### Other Conditions of Employment

23. The Company at a minimum will comply with all labor laws and regulations relating to your employment in the Republic of the Philippines. In addition, in entering this Agreement, you agree that the policies and procedures of the Company and its client/s, as varied or added to from time to time, will apply to and govern your employment. You must comply with the individual policies and procedures of the Company's business to which you are assigned.

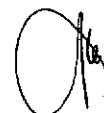
The Company reserves the right to vary the terms of this letter and your employment from time to time. You will be notified of any such changes.

### Termination of Employment

24. You acknowledge that the Company may terminate your employment if you have committed any violation of the Company Code of Conduct that shall be considered as just and/or authorized cause for your dismissal in accordance with the Labor Code after observing due process for termination of employment.
25. In the event that you shall terminate your employment with the Company, you are required to serve a written notice of at least thirty days (30) to the Company. Failure to serve the notice in accordance with the thirty (30) day notice policy shall be considered as Absence without Leave (AWOL) on the first day of absence. Employees on AWOL shall not be eligible to be issued a Certificate of Employment from iPloy.
26. If your employment ceases for whatever reason, you agree and authorize the Company to make the necessary deductions from your final salary, bonuses, or other benefits that may be due to you to effect settlement or payment of any unpaid accountability or pending obligations that you may have at the time of the cessation of your employment. This is without prejudice to the Company's right to resort to any and all available legal remedies to secure payment or remuneration for any of your outstanding obligations that are not covered by your final salary, bonuses, or other benefits and any damage incurred by the Company by reason of your act or omission.

### Return of Property

27. Upon termination of your employment with the Company, for any cause, you must immediately return to the Company or its authorized representative, all its property including equipment, correspondence, documents, records, data software, disks and other information-storing medium, specifications, models and all copies, summaries notes and reproductions thereof, any other property belonging to or relating to the business of the Company which are



in your possession, custody or control.

### Entire Agreement

28. This document together with any attachments, records the agreement between the parties. No previous negotiations, understandings, contracts, agreements, representations, warranties, memorandum or commitments will affect the terms and conditions of your employment by the Company.

No oral explanation or information provided by either party to the other shall affect the meaning or interpretation of this document; or constitute any collateral agreement, warranty or understanding between any of the parties to this Agreement.

This Agreement and the employment terms and conditions shall be governed and construed in all respects in accordance with the Laws of the Republic of the Philippines.

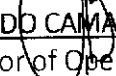
As formal confirmation of your acceptance of employment and the foregoing terms and conditions, and to signify your understanding thereof, please sign and return to us the duplicate copy of this letter.

**Hannah Stephanie M. Abayon**  
Employee Name and Signature/Date

Yours sincerely,  
For and on behalf of  
iPloy Incorporated

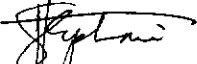
  
JO HANNA MELECIO  
Human Resources

Noted by:

  
ALFREDO CAMARILLO, JR.  
Director of Operations

### ACCEPTANCE OF OFFER

I confirm I have read and understood the above terms and conditions of this Agreement. I accept the offer, Code of Conduct and the terms and conditions of the employment with the Company.

  
Signature: Hannah Stephanie M. Abayon  
Signature over Printed Name

ID no. 00787


Date: 10/11/18

### Training Bond Acknowledgement

I Hannah Stephanie Abayon am employed with iPloy Inc. as  
CSR Phone (position) effective 10/08/18 (start date).

In accordance with my Contract of Employment, I hereby acknowledge my Training Bond worth Thirty-Five Thousand Pesos (PhP35,000.00). In the event that I will resign, or my employment is terminated during the period covered by the Training Bond, I hereby authorize iPloy Inc. to deduct from my last pay the total amount of the Training Bond.

I understand and agree that any amount due and owing due to the Training Bond shall be payable to iPloy without need for a demand.

  
Hannah Stephanie Abayon

(Employee printed name and Signature)

Date: 10/11/18