

Sharing PositivieSSS: Summer Time: Travel Time

SSS Performance Management and Employee Relations Department <PMERD@sss.gov.ph>

Fri 28/04/2023 4:17 PM

To:All SSS Office365 Users <allusers@sss.gov.ph>

It's summer time and travel seems to be one of the stress relievers to many. Share your travel essentials by clicking the image below:



POSITIVE FEEDBACK MECHANISM
SHARING OF POSITIVITIESSSS



LET'S RELAX AND HAVE SOME FUN!
SHARE THE THINGS THAT YOU CAN'T
LEAVE BEHIND DURING YOUR
TRAVEL.



[EXTENDED] 2023 GAD Focal Point System (GFPS) Photo Contest: United for a VAW-free Philippines

SSS Performance Management and Employee Relations Department <PMERD@sss.gov.ph>

Fri 17/11/2023 4:39 PM

To: All SSS Office365 Users <allusers@sss.gov.ph>

The banner features logos for the Social Security System Photography Club, the 66th anniversary of the Philippines, and the 18th Day of the Sun. It states that the Gender and Development Focal Point System (GFPS) is in partnership with the Performance Management and Employee Relations Department (PMERD) and the SSS Photography Club, inviting users to the 2023 GFPS Photo Contest from October 27 to November 17, 2023. The theme is 'United for a VAW-free Philippines', illustrated with silhouettes of diverse people. A call to action 'JOIN NOW' is in the bottom left. A yellow box on the right says 'EXTENDED! UNTIL NOVEMBER 20, 2023 FOR SUGGESTED IDEAS REGARDING THE THEME' with a 'CLICK HERE' button.

Sharing PositivieSSS: Throwback Thursday!

SSS Performance Management and Employee Relations Department <PMERD@sss.gov.ph>

Thu 08/06/2023 11:29 AM

To: All SSS Office365 Users <allusers@sss.gov.ph>

It's Throwback Thursday! Hard to forget strong memories with the best shows. Share your favorite TV show when you were a kid by clicking the image below:





The
Performance Management and Employee Relations Department
in partnership with



is inviting everyone to the

2023 SSS LIVELIHOOD PROGRAMS

(FOR SSS MAIN OFFICE OFFICIALS AND EMPLOYEES ONLY)

CHINESE DISHES (26 AUGUST 2023)

CANDLE MAKING (9 SEPTEMBER 2023)

FILIPINO DISHES (23 SEPTEMBER 2023)

FLOWER ARRANGEMENT (14 OCTOBER 2023)

Registration and attendance are strictly on a *"FIRST COME, FIRST SERVED"* basis.

Registration shall be through MS Forms.

Link will be open on *23 August 2023 from 10:00 a.m. - 1:00 p.m. only.*

For more information, please contact

Ms. Deney Allena at VOIP 6143 or through MS Teams.

CLICK HERE



2023 SSS Cultural Activity for NCR, Luzon, Visayas, and Mindanao Operations Groups

SSS Performance Management and Employee Relations Department <PMERD@sss.gov.ph>

Tue 07/11/2023 11:56 AM

To: All SSS Office365 Users <allusers@sss.gov.ph>

1 attachments (48 KB)

2023-IMPLEMENTING-GUIDELINES-ANNEX-A.pdf



** This may take a few seconds to appear.*

UNTV Sports Road Show

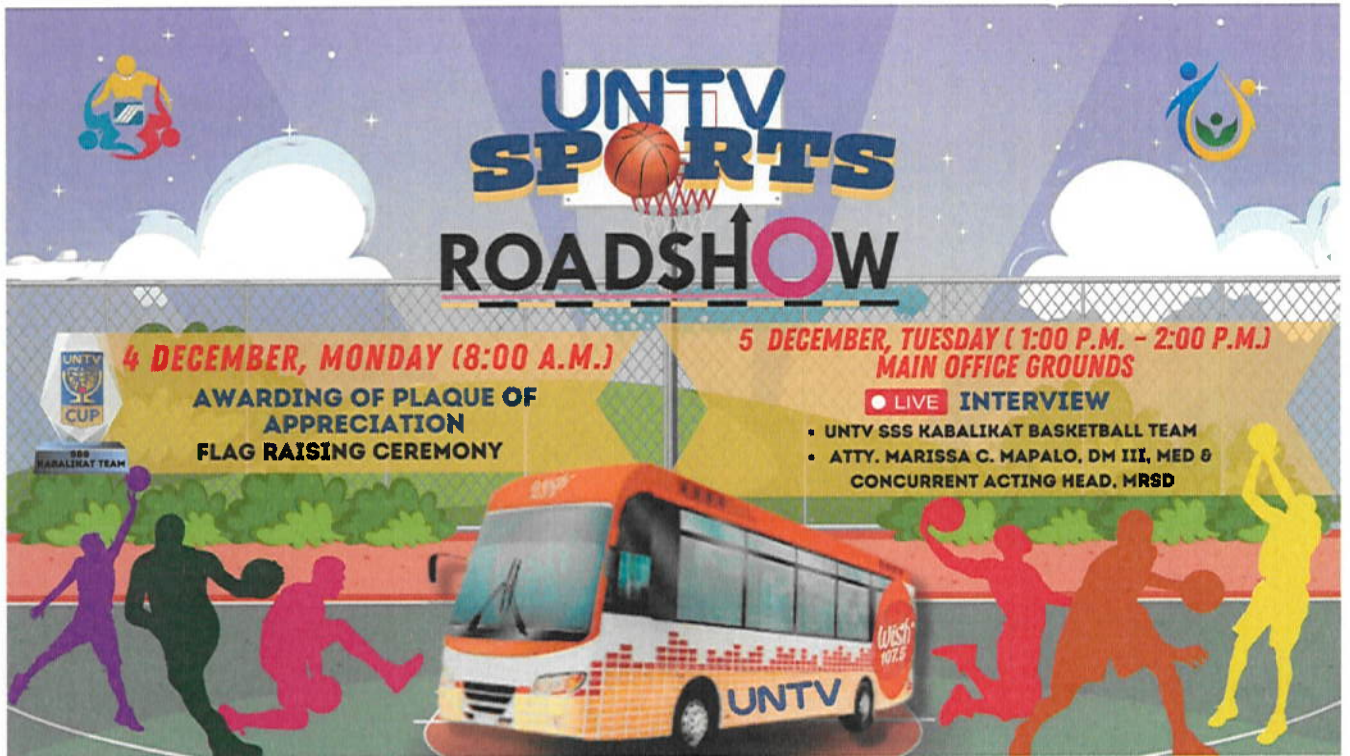
SSS Performance Management and Employee Relations Department <PMERD@sss.gov.ph>

Fri 01/12/2023 4:49 PM

To: All SSS Office365 Users <allusers@sss.gov.ph>

To All SSS Officials and employees in the Main Office,

Mabuting Araw!



**** Image may take a few seconds to appear.**

2023 Family Day Announcement No. 4

SSS Performance Management and Employee Relations Department <PMERD@sss.gov.ph>

Wed 25/10/2023 4:26 PM

To: All SSS Office365 Users <allusers@sss.gov.ph>

2023 SSS Family Day

Announcement No. 4

Reminding everyone that **October 2023** is the **last month** for the conduct of the **2023 SSS Family Day**.



All concerned Department/
Branches/ Offices that are
unable to conduct the
2023 SSS Family Day are
requested to return through
R6 the full amount of
P1,500.00/EE
on or before
15 November 2023.

DRUG ABUSE PREVENTION AND CONTROL WEEK

SSS Health Care Department <hcd@sss.gov.ph>

Mon 13/11/2023 9:51 AM

To:All SSS Office365 Users <allusers@sss.gov.ph>

 6 attachments (2 MB)

Brochure_DRUGS preview.pdf; Brochure_INHALANT preview.pdf; Brochure_marijuana preview.pdf; Brochure_SHABU preview.pdf; kaya_ko_to_ng_walang_droga_poster1.pdf; kaya_ko_to_ng_walang_droga_poster2.pdf;

Pursuant to Presidential Proclamation No. 124, dated November 26, 2001 the third week of November of every year has been declared as Drug Abuse Prevention and Control Week to promote public awareness against the evil effects of illegal drug use as well as public cooperation in the government's anti-drug campaign.

Relative to this, we are sending you brochures on drug awareness for your perusal.



DANGEROUS DRUGS BOARD (DDB)
 3F DDB-PCSA Bldg., NA Road
 National Government Center
 East Triunfo, Davao, Davao City
 Tel No.: 8297 136
 TeleFax No.: 8296 636
 Website: www.ddb.gov.ph
 Email: info@ddb.gov.ph

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YouTube
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THE NATIONAL HEROES' HALL

LET'S JOIN




BARKADA HEADQUARTERS
 Preventive Education, Training
 and Information Division
 Tel. No.: 8297 136
 TeleFax No.: 8296 636

SOME QUESTIONS AND ANSWERS ON



DRUG ABUSE



WHAT IS A DRUG?
 A drug is a chemical substance that brings about physical, emotional, or behavioral change in a person taking it.

WHY ARE SOME DRUGS HARMFUL?
 They may be harmful when taken in excess. Some drugs can also be harmful if taken in dangerous combinations or if they are used in a way not intended by the manufacturer.

WHY ARE SOME DRUGS USED?
 They are used to relieve pain, cure illness, and other medical conditions. Some are used to control behavior, such as in the case of alcohol.

WHAT IS DRUG ABUSE?
 Drug abuse is the use of any chemical substance, legal or illegal, which results in the individual's physical, mental, or social impairment.

WHY DO PEOPLE TURN TO DRUGS?
 There are several reasons - ranging from the need to relieve pain to the desire to escape from the stresses of life. Some people use drugs to get high, to feel good, or to escape from their problems.

WHAT DRUGS ARE COMMONLY ABUSED?
 Drugs that are commonly abused are alcohol, tobacco, and marijuana.

HOW CAN YOU TELL WHEN ONE IS ABUSING DRUGS?
 A lot of people - including family members and friends - are unaware of the signs of drug abuse. Some of the signs are:

- Inability to concentrate
- Loss of interest in usual activities
- Changes in eating and sleeping habits
- Loss of weight
- Loss of interest in school or work
- Frequent visits to the hospital
- Frequent absences from school or work
- Frequent changes in associates
- Frequent changes in residence

WHAT IS DRUG ABUSE?
 The use of drugs in a way that is harmful to the user's health, safety, or well-being. It is a complex problem that involves many factors, including genetics, environment, and social factors.

WHY DO PEOPLE ABUSE DRUGS?
 There are many reasons why people abuse drugs, including:

- Curiosity
- Peer pressure
- Stress
- Boredom
- Pain
- Depression
- Anxiety
- Mental illness
- Physical illness
- Substance use disorder

LET'S JOIN



DANGEROUS DRUGS BOARD (DOB)
3F DOB-PDEA Bldg., NA Road
National Government Center
East Triangle, Diliman, Quezon City
Tel No.: 9297136
TeleFax No.: 9296638
Website: www.dob.gov.ph
Email: info@dob.gov.ph

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Preventive Education, Training
and Information Division
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**WHAT YOU
SHOULD
KNOW
ABOUT
INHALANT
ABUSE**



WHAT IS INHALANT ABUSE?
Inhalant abuse is the deliberate inhalation of volatile chemical substances that contain psychoactive (mind or mood altering) vapors to produce a state of intoxication.

WHY IS INHALANT ABUSE DANGEROUS?

- It can cause permanent damage to the brain and may result to "Sudden Sniffing Death."



- Abusers exhibit the influence of inhalants as prone to accidents, dizziness, and falling upon building among others. Abusers can also become violent.
- Inhalant abuse produces psychological abnormalities. Once the habit is formed, the user has to increase gradually to produce the same effect.

IMMEDIATE EFFECTS

- Confusion and dizziness
- Distorted perception of time and distance
- Aggressive behavior and violence
- Hallucinations
- Delusions
- Nausea and vomiting
- Depression and weight loss.

DELAYED EFFECTS

- Loss of memory
- Inability to think
- Severe cough and weakness
- Muscle tremor, tremors
- Abdominal pain
- Damage to the central nervous system, kidney, liver and bone marrow

WHY DO YOUNG PEOPLE ABUSE INHALANTS?

- Curiosity
- Boredom
- Peer pressure (from parents, friends and problems in the home, in school or at work)
- Peer self-image
- Weak personality (ability to cope with stress and anxiety)
- Lack of parental guidance

HOW TO DEAL WITH "PEER PRESSURE"


You all know what other people will think about you. We want to be accepted and be part of the crowd.

When you are young, the influence of the people you meet can be especially powerful and affects the way you feel, think and behave.

However, the same pressures can influence people to do the wrong things. Use drugs if your friends or someone you know pressures you to use drugs, saying "You" can be hard because you want them to like you and accept you as part of the group.

But your pressure can also be a positive thing. You can be a powerful influence in persuading drug abusers by helping one another to say "No" to drugs.

The influence of people on others can help them to do useful and healthy things.





HOW CAN I AVOID INHALANT ABUSE?

Learn to say "No" and ask for help. Clean schools are important but you can't focus on this everything your friends do for you. Remember, if you don't want your inhalant use to be a problem, it's okay to say, "No, thank you" and about your problem.

Learn to talk to people about your problems. Don't keep things up hidden. It's okay to say, "No, thank you" and about your problem.

Learn to relax. Give time for:

- Physical exercise and sports for relaxation
- Meditation
- Reading books to relax
- Quality relaxation techniques like yoga
- Learn to find a new hobby. Find out what you like doing, what other people like doing, learn new things. Go to new places, get yourself in new situations.

CANNABIS SATIVA

LET'S JOIN



Ang Inyong Barkada!
 80000000 0000 0000 (0000)
www.dcb.gov.ph

BARKADA HEADQUARTERS
 Preventive Education, Training
 and Information Division
 Tel. No. 9297136
 TeleFax No. 9296638

What
 you should
 know about
MARIJUANA



DANGEROUS DRUGS BOARD (DDB)
 3F DDB-PCSA Bldg., 10th Road
 National Government Center
 East Triangle, Diliman, Quezon City
 Tel. No. 9297239
 TeleFax No. 9296638
 Website: www.ddb.gov.ph
 Email: info@ddb.gov.ph

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THIS MATERIAL IS NOT FOR SALE
 AND CAN BE REPRODUCED


WHAT IS MARIJUANA?

It is the term used to describe all plant materials like leaves, stem, flowers, and seeds from a cannabis plant (Cannabis Sativa), that is dried and prepared for smoking or taken orally as "cannabis."

This is also known as "herb," "pot" or "weed."



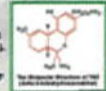
Close-up of the dried flowers on a Cannabis sativa leaf



A person smoking a cigarette with smoke rising from the mouth. The person is wearing a dark shirt and a watch on their left wrist.

WHAT IS THE PRINCIPAL PSYCHOACTIVE COMPONENT OF MARIJUANA?

Marijuana contains the mind-altering compound delta-9-tetrahydrocannabinol (also referred to as delta-9-THC).



The chemical structure of delta-9-tetrahydrocannabinol (THC) is shown, with the main functional groups highlighted in red.

ADVERSE EFFECTS OF CHRONIC OR LONG TERM USE OF MARIJUANA

- Impairment of short-term memory and cognitive functioning, particularly of mathematical, reading comprehension and verbal skills.
- Impairment of motor skills that can lead to accidents.
- Respiratory problems such as bronchitis and lung cancer.
- Premature labor, low birth weight, abortion or stillbirth (neonatal death).
- Fetus or state of anxiety that is sometimes accompanied with paranoia.
- Regular use of marijuana dulls the mind of smoker and blunts enthusiasm.
- Smoking the weed can become dull, slow moving, repetitive and unaware of his or her surroundings.
- Infections.

REDUCED sperm production, altered sperm shape and motility

REDUCED testosterone level causing pro-ovulatory loop, which puts them at risk of ovulation or infertility

Symptoms of menorrhagia (excessive or irregular bleeding)

DEPENDENCE

Regular heavy use leads to psychological dependence. Some heavy users exhibit disrupted sleep patterns.


Smoking cannabis reduces a steady state of consciousness in which users seem disoriented, unresponsive and free-floating. Time, color and spatial perceptions may be altered. Flare reactions have occurred, particularly among first-time users.

Increased heart rate, eye infections and dry-mouth occur regularly.

Communication and motor abilities are decreased, depth of perception and tracking are impaired and sense of timing is altered.

Marijuana causes diverse pulmonary symptoms such as excessive coughing and increased phlegm.

Symptoms of mental illness may be exacerbated by marijuana even in patients being treated with anti-psychotic drugs.



WHY DO YOUNG PEOPLE USE MARIJUANA?

- Peer Pressure
- Curiosity
- Desire to escape from reality
- Resistance from to parental house, problems in the family, loneliness, or anxiety
- Escapism
- Peer self-image
- Lack self-esteem
- Want personality and freedom to cope with own self conflict
- Lack of parental guidance

HOW CAN YOU SAY "NO" TO MARIJUANA

Drug can't solve problems. Only you and a little help from friends, and people who care about you, can solve the problem.

Get yourself for change when all you can do is listen your personal values, build relationships with people, learn about self and develop your own personality.

Anything you can get out of using drugs, you can get from other activities. The trick is finding out what things are right for you.

WHY YOU SHOULD SAY "NO" TO MARIJUANA?

Keep your reasons straight and honest. You don't have to explain why you don't want to use drugs.

Be polite but firm.

Remember it is your right to say "NO" to drugs.

**METHAMPHETAMINE
HYDROCHLORIDE**

LET'S JOIN



Ang laing barkada
kasama sa mga barkada (2011)
www.dab.gov.ph

**BARKADA
HEADQUARTERS**
Preventive Education, Training
and Information Division
Tel. No.: 9297130
TeleFax No.: 9294638

**What you
should know
about**





DANGEROUS DRUGS BOARD (DDB)
2F DOBOPUS BLDG, 10A Road
National Government Center
East Triangle, Quezon, Quezon City
Tel No: 9297130
TeleFax No: 9294638
Website: www.dab.gov.ph
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GENERAL FACTS


Methamphetamine hydrochloride, a type of amphetamine is also known as "pearl", "rock", "crystal", "Dope", "snow", and "shabu". "Shabu", "Shabu", "Shabu", "Shabu", and "Shabu".

ORIGIN

This chemical substance is being smuggled into the country by drug traffickers and syndicates. It has been reported that there are clandestine laboratories in the Philippines suspected of manufacturing this substance.


USUAL FORM OF THE PRODUCT

"Shabu" is a white, odorless crystal or crystalline powder with a bitter-sour taste.



METHOD OF USE

Abusers are known to take this drug through ingestion (chewing the crystal, sniffing, burning) or by injection. Amphetamines are taken orally and are associated with a rapid onset of action, within one hour. If taken intravenously or through injection, they have an almost immediate effect.



ADVERSE EFFECTS

- Produce anxiety, tension, irritability, emotional behavior, delirium, and loss of self control.
- Results in loss of appetite and inability to sleep, fatigue, violence.
- Can lead to acute psychotic reactions, violent and destructive behavior and delusions that may result in suicide.

PHYSIOLOGICAL EFFECTS

Includes chest pain, irregular or fast heart, elevated or lowered blood pressure, violence of weight loss, convulsions and death from cardiac arrest.


LONG TERM EFFECTS

Psychiatric consequences are the major feature of chronic "shabu" abuse and dependency. Prolonged use and even a single exposure repeatedly if administered intravenously, can lead to psychosis, which is characterized by the presence of paranoid, auditory and visual hallucinations.

Some chronic users have difficulty concentrating and remembering things. Diminished ability to cope with problems and difficulties in facing reality are common. Loss of interest, isolation and resignation may also result from long-term use.

Chronic users may suffer from severe irritation of the nasal passages and in some may develop tissue perforation of the nasal septum in that they become prone to frequent nose bleed, nasal discharge, fever, chronic and thick snot have been observed among chronic abusers.

Injecting "shabu" from contaminated needles may lead to risk of infections resulting in inflammation of blood vessels (phlebitis), infections of the heart valve (endocarditis), blood poisoning (sepsis), and HIV/AIDS, all of which can lead to death.



TOLERANCE

Abusers who frequently take the substance require higher doses to achieve the desired effects. Tolerance sets in after a few weeks of regular use.


PSYCHOLOGICAL AND PHYSICAL DEPENDENCY

The chemical substance is known to produce psychological and physical dependency. These are characterized by anxiety, tension and craving for the substance. The substance-seeking behavior can lead to various crimes and other antisocial acts.


There are feelings of apathy, apathy, irritability (irritability period or crash) and depression which may lead to suicide.

PENALTY Article 11 Section 11, RA 9163

Section 11, Penalties of Dangerous Drugs - the penalty of **LIFE IMPRISONMENT TO DEATH** and a fine ranging from **Five Hundred Thousand Pesos (P500,000.00)** to **Ten Million Pesos (P10,000,000.00)** shall be imposed upon any person, who, unless authorized by law, shall possess any dangerous drug, regardless of the degree of purity thereof (50 grams or more of methamphetamine hydrochloride or "shabu").

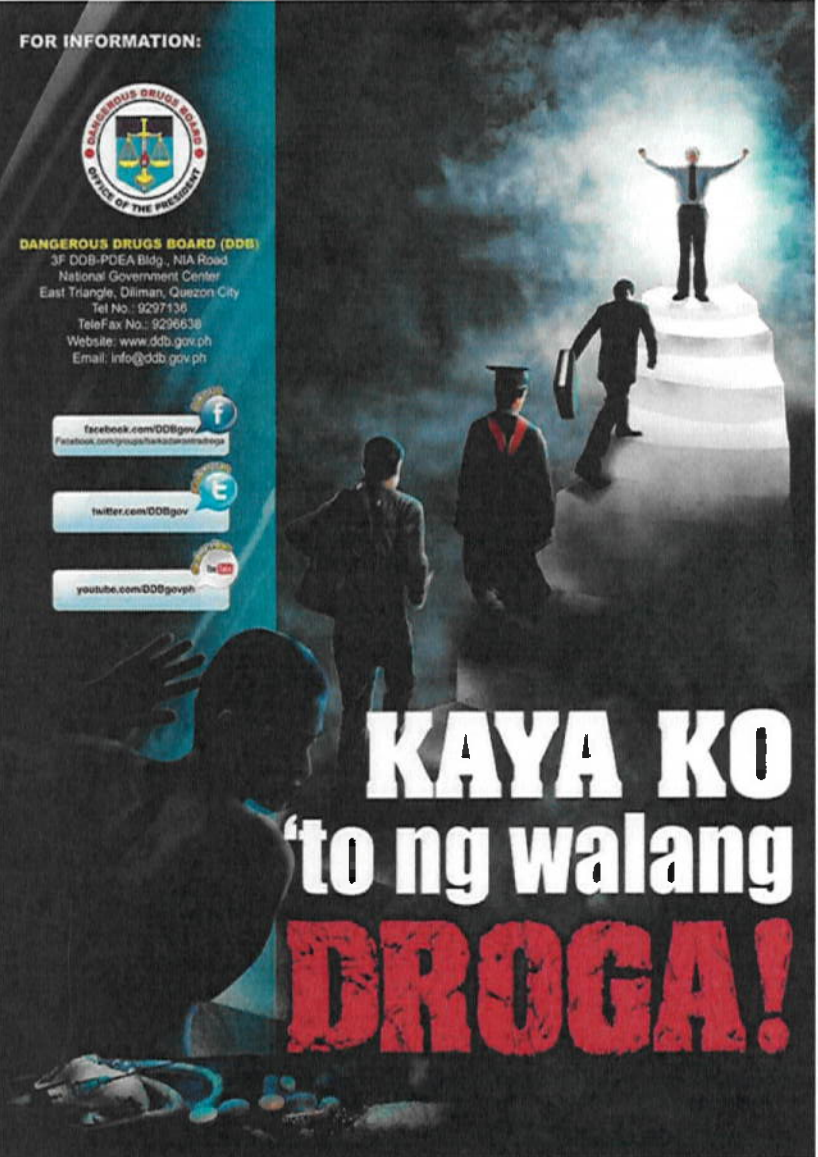


FOR INFORMATION:

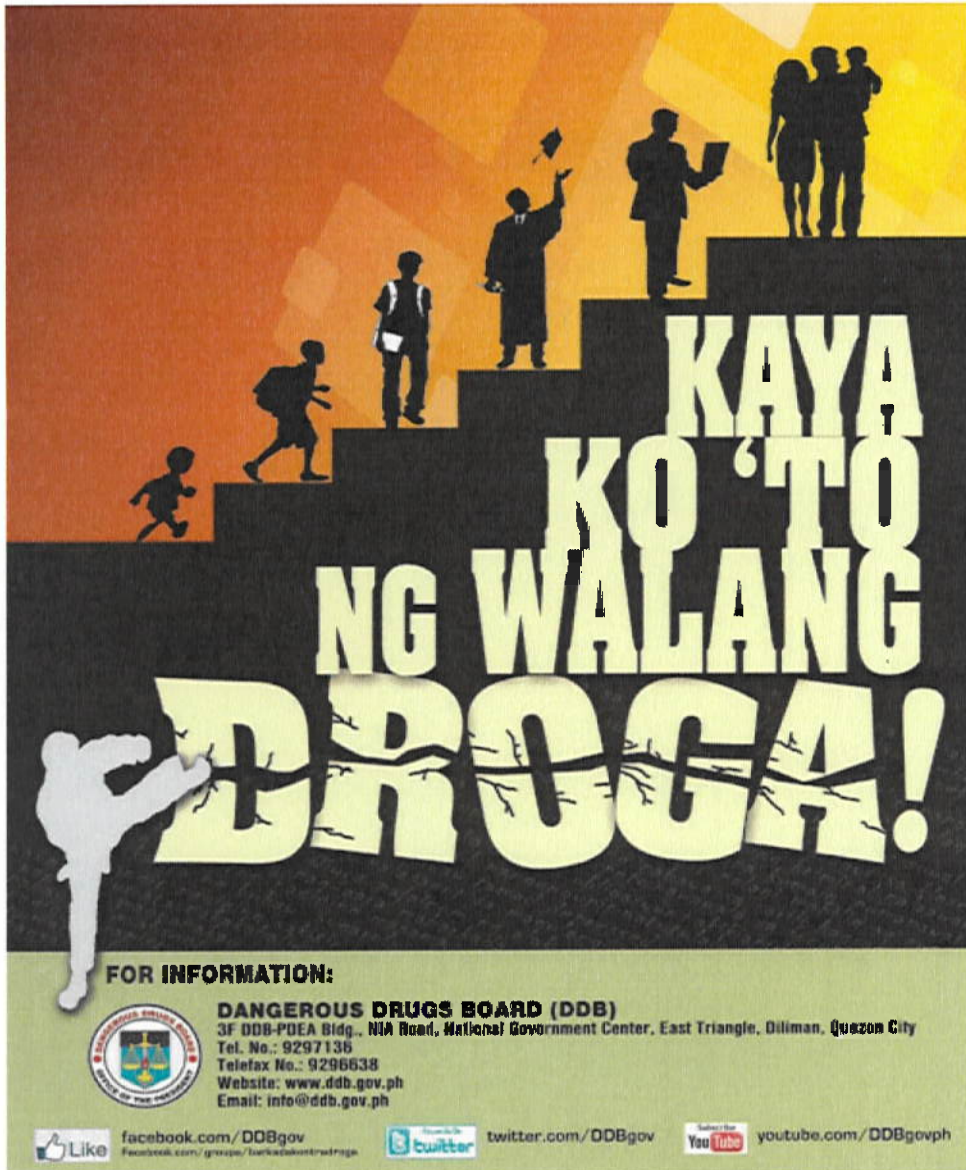


DANGEROUS DRUGS BOARD (DDB)
3F DOB-POEA Bldg., NIA Road
National Government Center
East Triangle, Diliman, Quezon City
Tel No.: 9297136
TeleFax No.: 9296638
Website: www.ddb.gov.ph
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**KAYA KO
to ng walang
DROGA!**



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KO 'TO
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FOR INFORMATION:

DANGEROUS DRUGS BOARD (DDB)
3F DDB-PDEA Bldg., NIA Road, National Government Center, East Triangle, Diliman, Quezon City
Tel. No.: 9297136
Telefax No.: 9296638
Website: www.ddb.gov.ph
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2023 SSS Jumping Rope Orientation 101

SSS Performance Management and Employee Relations Department <PMERD@sss.gov.ph>

Mon 19/06/2023 9:33 AM

To: All SSS Office365 Users <allusers@sss.gov.ph>

Dear All,

Mabuting Araw!

2023 SSS JUMPING ROPE ORIENTATION 101

20 June, Tuesday 10:30 am-12:00 nn via MS Teams

Coach John Vincent Ona
Certified Fitness Trainer, Philippine Jump Rope Coach,
& Greenfield Jump Crew Founder

REGISTER NOW

Registration is open until 19 June, Monday, 5:00 pm

*** NOTE: This may take a few seconds to appear.**

REGISTRATION LINK: <https://sssph.sharepoint.com/sites/eehub2/employeeewellness/SitePages/2023-SSS-Jumping-Rope-Orientation-101.aspx>

Re: Dental Survey

SSS Health Care Department <hcd@sss.gov.ph>

Mon 13/03/2023 1:29 PM

To: All SSS Office365 Users <allusers@sss.gov.ph>

Good day!

In line with the World Oral Health Day on March 20, 2023, the Health Care Department in coordination with SMS Philippines Healthcare Solutions INC. will be holding a Dental Health Survey via google forms. Please accomplish the Dental Health survey to know more about your Dental health and get a chance to receive some Dental health solution products.

Note: The survey will be asking for the following information: Name, Age, Gender, Mobile Number, Address, and Organization. For data privacy concerns, you may just write the city and province you are in and for the contact number, you may just write HCD's number, 8 922 1065.

Please click the link below for the survey.

<https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdocs.google.com%2Fforms%2Fd%2Fe%2F1FAIpQLScmTL3Ny8s0Gki0EwDo7P6wvbIPhD0qNPwSHkdxHDoLjTcPxA%2Fviewform&data=05%7C01%7Cbellomt%40sss.gov.ph%7C7bc2fb326fd64b9bd07b08db1af31ccd%7C0262ec169d164b0bbd586afcaa5b3293%7C0%7C0%7C638133405363780707%7CUnknown%7CTWFpbGZsb3d8eyJWljojoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTil6Ik1haWwiLCJXVCi6Mn0%3D%7C2000%7C%7C%7C&sdata=6aidUkdL6Dwr0DS7ak1N0FYa69HTclbDtgkIStbhM5s%3D&reserved=0>

**Better teeth,
Better health**



SSS photo release: SSS-BI agreement ensures social security coverage to job order and contract of service workers

SSS Media Affairs Department <mediaaffairs@sss.gov.ph>

Wed 29/03/2023 9:58 AM

DATE : 29 March 2023
FOR : ALL OFFICE 365 USERS
FROM : MEDIA AFFAIRS DEPARTMENT

We are providing you a copy of the latest SSS photo release entitled, **“SSS-BI agreement ensures social security coverage to job order and contract of service workers.”**

For your information and reference.

Thank you.

SSS-BI agreement ensures social security coverage to job order and contract of service workers

SSS photo release: SSS officially opens 2023 Bowling Tournament

SSS Media Affairs Department <mediaaffairs@sss.gov.ph>

Fri 13/10/2023 11:11 AM

DATE : **13 October 2023**

FOR : **ALL SSS OFFICIALS AND EMPLOYEES**

FROM : **MEDIA AFFAIRS DEPARTMENT**

May we share with you the latest SSS photo release entitled, "**SSS officially opens 2023 Bowling Tournament.**"

For your information and reference.

Thank you.

SSS officially opens 2023 Bowling Tournament

QUEZON CITY—After a three-year hiatus, the Social Security System (SSS) formally opened its 2023 Inter-Color Bowling Tournament which was participated by around 220 employees from the Main Office and NCR Operations Group held on September 30, 2023 at the Ever Gotesco Commonwealth Bowling Center.

The tournament aims to promote camaraderie and sportsmanship among SSS employees, composed of 12 groups each under the Men's and Ladies Division.


The sport event officially kicked-off with a ceremonial roll led by six-time World Bowling Champion and Guest of Honor, Rafael "Paeng" Nepomuceno (left photo). Also gracing the opening ceremonies were various executives led by SSS President and Chief Executive Officer Rolando Ledesma Macasaet, (7th from left) SSS Executive Vice Presidents Rizaldy Capulong (6th from left) and Elvira Alcantara-Resare (5th from left), and Social Security Commissioner Robert Joseph De Claro (4th from left), among others.


Said tournament will run for eight Saturdays from September 30 until November 18, 2023. #


SSS MEDIA AFFAIRS DEPARTMENT


(02) 8709-7198 local 5054, 5055, 5058
+63908-8906847

7th floor, SSS Building, East Avenue
Diliman, Quezon City


PHILIPPINE COLLEGE OF OCCUPATIONAL MEDICINE, INC.
APRIL 1, 2023 ADVISORY #1-2023
SUMMER HEALTH & SAFETY MEASURES
WORKPLACE
 GUIDE ON PREVENTION, SYMPTOMS, FIRST AID


STAY COOL


STAY HYDRATED



STAY INFORMED

WORKPLACE PREVENTION & CONTROL

<p>ENGINEERING</p> <ul style="list-style-type: none"> effective ventilation and heat insulation in all areas provision of adequate and clean safe drinking water near work stations, in strategic locations in the workplace 	<p>ADMINISTRATIVE</p> <ul style="list-style-type: none"> revisit existing occupational safety and health programs and protocols, assess risks of exposure of workers to extreme heat with existing medical conditions (liver, heart, kidney diseases) flexible work arrangements, rest breaks or work station adjustments to allow recovery from heat exposure recommend regular water breaks, set reminders to help increase water consumption of at least 2-3L a day 	<p>PERSONAL PROTECTIVE EQUIPMENT (PPE)</p> <ul style="list-style-type: none"> provision of PPE for head, body and extremities that are temperature-appropriate and comfortable like light material long-sleeve t-shirt of pastel tones
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HEAT EXHAUSTION

- dizziness
- extreme thirst
- headache
- heavy sweating
- nausea or vomiting
- cold pale clammy skin
- fast weak pulse
- muscle cramps
- tiredness or weakness
- fainting or passing out



HEAT STROKE

- dizziness
- confusion
- high body temperature
- headache
- heavy sweating
- nausea/ vomiting
- hot, red, dry damp skin
- fast strong pulse
- muscle cramps
- losing consciousness (passing out)

WHAT TO DO

- move to a cooler place
- loosen clothes
- take a bath or place cool wet towel over body
- take a sip of water

WHAT TO DO

call for help right away. heat stroke is a medical emergency


GET HELP!

WHEN TO GET HELP

- when you are already throwing up or vomiting
- when the above symptoms are getting worse
- when symptoms last more than 1 hour


Source: <https://www.cdc.gov/heat/index.html>
 2017 Labor Advisory for 3rd Term of 2016

ADVISORY ON HEAT SROKE & HEAT EXHAUSTION

 SSS Health Care Department
 To: All SSS Office365 Users


 Tue 21



 SUMMER HEALTH & SAFETY ME...
 Downloaded

2 attachments (2 MB)  Save all to OneDrive - SOCIAL SECURITY SYSTEM  Download

Magandang Araw!

For your information po.

Salamat po.

 Reply  Reply all  Forward

SUBJECT: FLU-LIKE SYMPTOMS

SSS Employee Services Department <employeeservicesdept@sss.gov.ph>

Sat 23/12/2023 1:05 PM

 1 attachments (171 KB)

Memo_FLU_like_symptoms.pdf;

TO: ALL OFFICIALS AND EMPLOYEES

Forwarding the memorandum on the protocol regarding flu-like symptoms.


For your information and guidance.




SOCIAL SECURITY SYSTEM
8/F, SSS Bldg., East Avenue, Diliman, Quezon City
Tel. Nos. (02) 8709-7198 local 5412

MEMORANDUM

FOR : ALL OFFICIALS AND EMPLOYEES

FROM : 
MA. NYMPHA M. RAGEL
 Vice President, Human Resource Services Division


DR. MEDEL B. S. C. MORALES
 Department Manager III, Health Care Department
 Concurrent Acting Head, Medical Services Division

DATE : 20 December 2023

SUBJECT : Flu-like Symptoms

In line with the Health Care Department's (HCD) Interim Guidelines on the Prevention, Control, and Management of Influenza-like Illness (ILI), please be reminded of the protocol regarding the flu-like symptoms to ensure employees' well-being at the workplace.

If any employee experiences flu-like symptoms such as cough and/or colds, please seek clearance from attending physician and/or HCD medical specialist before reporting to work or continuing to work when already in office. Filing of sick leave is proper if HCD's recommendation is rest and/or recuperation.

Thank you for your cooperation and stay safe always.

Cc: **ATTY. JOSEFINA O. FORNILOS**
Senior Vice President, HRMG