EMPLOYEES WELFARE BENEFITS OF THE TAGAYGAY.
HIGHLANDS INTERNATIONAL GOLE CLUB, INC.

CASE STUDY

REA SEVILLA VIDALLON

College of Economics, Management and Development Studies

CAVITE STATE UNIVERSITY

Indang, Cavite

April 2002

# EMPLOYEES WELFARE BENEFITS OF THE TAGAYTAY HIGHLANDS INTERNATIONAL GOLF CLUB, INC.

A Case Study Submitted to the Faculty of Cavite State University Indang, Cavite

In partial fulfillment of the requirements for the degree of Bachelor of Science in Business Management (Major in Economics)



Employment welfare benefits of the Tagaytay Highlands Internationsi Golf 331,255 VG6 2002 CS-375

REA SEVILLA VIDALLON April 2002

#### ABSTRACT

VIDALLON, REA SEVILLA, Employees Welfare Benefits of Tagaytay Highlands International Golf Club, Incorporated, Case Study. Bachelor of Science in Business Management, major in Economics, Cavite State University, Indang, Cavite. April 2002. Adviser: Roderick M. Rupido.

A case study was conducted at Tagaytay Highlands International Golf Club, Incorporated located at Brgy. Calaboso, Tagaytay City. The study described and analyzed the welfare benefits of its employees in terms of economic and financial benefits, health and medical services as well as dental and the like. Different problems were identified and possible solutions were recommended.

Data and information about the welfare benefits of its employees were gathered with the aid of questionnaires and personal interviews with the manager of Human Resource and other staff of the company. Other relevant data were gathered from Securities and Exchange Commission (SEC).

Tagaytay Highlands International Golf Club, Incorporated is engaged in promoting social, recreational, athletic activities and maintenance of sports and recreational facilities. Organizational set-up is well structured that establishes a smooth flow of activities and clear chain of command. All employees whether regular, probationary, casual or contractual are offered a number of benefits that help the company recruits and retains quality workforce. The company provides welfare benefits that motivate employees to perform their work efficiently.

## TABLE OF CONTENTS

1	Page
TITLE PAGE	i
APPROVAL SHEET	ii
BIOGRAPHICAL DATA	iii
ACKNOWLEDGMENT	iv
ABSTRACT	vii
LIST OF TABLES.	x
LIST OF FIGURES.	xi
LIST OF APPENDICES.	xii
INTRODUCTION	1
Importance of the Study	2
Objectives of the Study	2
METHODOLOGY	4
Time and place of the Study	4
Data Collection	4
Methods of Analysis	4
Scope and Limitation of the Study	4
DESCRIPTION OF THE FIRM	5
Historical Background	5
Organization and Management	7
Employees Welfare Benefits	11
Problems Encountered by the Firm	19

	Page
ANALYSIS OF THE FIRM	
Organization and Management	20
Employees Welfare Benefits	20
SWOT Analysis	22
SUMMARY, CONCLUSION AND RECOMMENDATION	24
BIBLIOGRAPHY	26
APPENDICES	27

#### LIST OF TABLES

Table	Pa	age
1	Job grade level of employees of THIGCI	11
2	Qualified dependents of medical allowance program/dental services for executives	17
3	Maximum limit per year of medical allowance program	18
4	Free dental services	18

## LIST OF FIGURES

Figure	Pa	
1	Location map of the Tagaytay Highlands International Golf Club, Incorporated	6
2	Organizational structure of Tagaytay Highlands International Golf Club, Incorporated	8

## LIST OF APPENDICES

Appendix	I	age
1	Questionnaires	29
2	Residential units/facilities and units of THIGCI	31
3	Official leave form	35
4	Nomination form/nominees personal information	37
5	Aetna Health Care Identification Card/procedures of availment	40
6	Procedures of availment of Group Medical Insurance Plan	43
7	Schedule of benefits of Group Medical Insurance Plan	46
8	Trip ticket form	49
9	Maternity benefit reimbursement application form	51
10	Rules and regulation of THIGCI	53

## EMPLOYEES' WELFARE BENEFITS OF THE TAGAYTAY HIGHLANDS INTERNATIONAL GOLF CLUB, INC. 1/2

#### Rea S. Vidallon

<sup>1/</sup>A case study report submitted to the faculty for the Department of Management, College of Economics, Management, and Development Studies, Cavite State University, Indang, Cavite in partial fulfillment of the requirements for graduation with the degree of Bachelor of Science in Business Management major in Economics with Contribution No. CS 2002-BM02-023. Prepared under the supervision of Mr. Roderick M. Rupido.

#### INTRODUCTION

Benefits are supplemental compensations that employee receive, aside from their direct wages and incentive pay. These are not substitutes for salaries and wages. These are granted to employees to provide them with facilities and assistance and are voluntarily granted by the company or a part of the collective bargaining agreement or required by law. These are given to employees regardless of differences in individual performance (Sison, 1991).

Employee benefits are substantial cost to employers. In fact, the costs of benefits have grown faster in most companies than other cost factors. Private initiatives to control cost have been inhibited by state and federal regulations. State and federal regulations will have an enormous influence on the growth or decline of employee benefits (Martinez, 1990).