



# OCTOBER NEWSLETTER

## REINSTATEMENT OF PSBB REGULATIONS FOR CAPITAL PLACE

On 14 September 2020, the Governor reinstated PSBB regulations for Jakarta DKI (Pergub No. 88 of 2020).

The regulations include limiting the number of employees companies can have working from the office.

'Essential' business industries, of which there are 11 industries, permit a maximum of 50% of their staff working from the office at any one time. 'Non-essential' businesses are allowed to have a maximum of 25% of their staff working from the office at any one time.

All companies are required to display a Pakta Integritas at their front reception, committing to conform with COVID-19 protocols. Companies are also required to display the number of employees working from their office, each day.

Please ensure you observe the new regulations as it is likely Satpol PP will conduct periodic inspections of Capital Place. The reinstated PSBB regulations have now been extended to 11 October 2020.

If you have any queries, please contact Building Management for more information.

## INDONESIAN YOUTH PLEDGE DAY

*Kami putra dan putri Indonesia, mengaku bertumpah darah yang satu, tanah air Indonesia.  
Kami putra dan putri Indonesia, mengaku berbangsa yang satu, bangsa Indonesia.  
Kami putra dan putri Indonesia, menjunjung bahasa persatuan bahasa Indonesia.*



The Youth Pledge, or "Sumpah Pemuda," was first declared on Oct. 28, 1928, by young Indonesian nationalists who were attending a Youth Congress in Batavia (now Jakarta), the capital of the then-Dutch East Indies. The Pledge, with its patriotic refrain of "One motherland, one nation, one language: Indonesia," almost never fails to raise nationalistic fervour in Indonesians young and old. The essence of the Youth Pledge is that all Indonesians, regardless of their social status or background, share the same goals and values.

# LOOKING AFTER OUR MENTAL HEALTH DURING PANDEMIC



During times of pandemic and social distancing, a lot of people have been living under increasing anxiety and fear: fear of catching the disease, fear of losing a job, even fear of boredom. Whilst it is now very important for us to take good care and health of the physical body, taking good care of emotional and mental health is just equally as important.

Below are some tips that might be useful for us to take care of our mental health during this time;

- **Have a routine.** Keep up with daily routines as far as possible, or make new ones.
  - Get up and go to bed at similar times every day.
  - Keep up with personal hygiene.
  - Eat healthy meals at regular times.
  - Exercise regularly.
  - Allocate time for working and time for resting.
  - Meditate
  - Make time for doing things you enjoy.
- **Minimize newsfeeds.** Try to reduce how much you watch, read or listen to news that makes you feel anxious or distressed. Seek the latest information at specific times of the day, once or twice a day if needed.
- **Keep our body active.** Regular exercise can boost your self-esteem and can help you concentrate, sleep, and feel better. Exercise keeps the brain and your other vital organs healthy, and is also a significant benefit towards improving your mental health.
- **Social media.** Use your social media accounts to promote positive and hopeful stories. Correct misinformation wherever you see it.
- **Keep in touch with loved ones.** If your movements are restricted, keep in regular contact with people close to you by telephone and online channels.
- **Talk about your feelings.** Talking about your feelings can help you stay in good mental health and deal with times when you feel troubled.
- **Ask for help.** If things are getting too much for you and you feel you can't cope, ask for help. Your family or friends may be able to offer practical help or a listening ear.

# GAIN A BETTER INSIGHT INTO THE CAPITAL PLACE TEAM

*Aisha Talitha - Management Trainee*



**How long have you worked at Capital Place and what is your role and your responsibilities in the Building Management team?**

I've been working here for 11 months this October. My role is Management Trainee, but I mostly handle fit out works. Mostly, I supervise the tenants fit out works, checking out their drawings and fit out administration. I also help to supervise retail fit out works, if there's any new tenant.

**What impacts has COVID19 had on your personal and professional life?**

I think what changed the most is my work schedule and my social life. Personally, now I spend a lot more time with my family at home which is nice, but it also feels restricting when I need to do something immediately at the office. I barely see my friends outside work, and my family never have any weekly trip anymore. It's really upsetting sometimes, but we should make the most out of what we have now. So stay healthy & safe everyone!

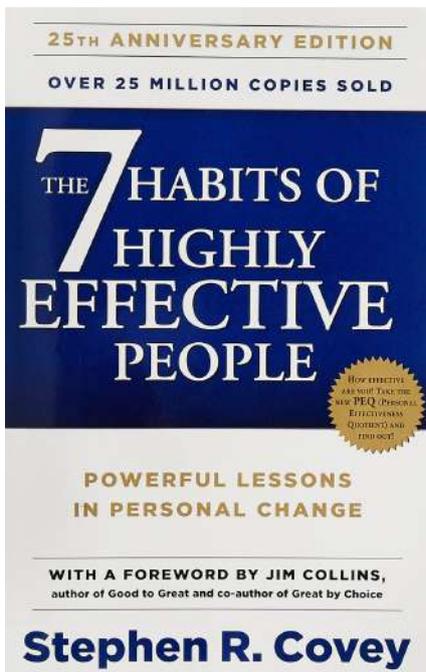
**What do you think is the most significant change in technology during your lifetime?**

I listen to music a lot since I was a kid, and I noticed the way we listen to music has changed from playing cassette and CDs into digital streaming platform these days. It's very interesting because back then, I have to buy a physical CD to play it on a tape, but now I can listen to any song on my phone, whenever and wherever. It's much easier and more effective.

**What is the most interesting place you have visited and why?**

Seoul, South Korea! I visited Seoul on January 1st and stayed there for a week. It's my first time visiting a country in winter season. It's biting cold, but I enjoyed the trip so much, especially the street foods! We don't even need to buy dinner in any restaurant because snacking around in myeongdong while shopping already makes me full. I think this is my most memorable trip so far, because I only went with my 2 friends and this is my last trip before we live in quarantine since March.

## BOOKS RECOMMENDATION

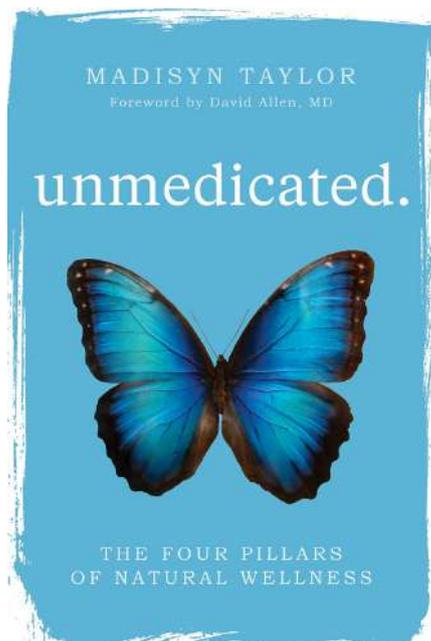
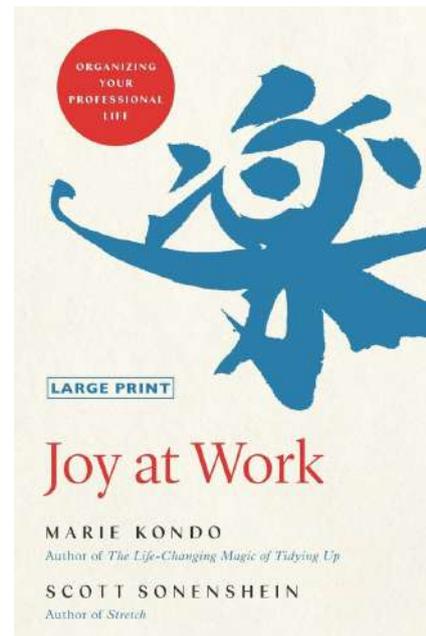


### The 7 Habits of Highly Effective People

First published in 1989, is a business and self-help book written by Stephen Covey. Covey presents an approach to being effective in attaining goals by aligning oneself to what he calls "true north" principles based on a character ethic that he presents as universal and timeless. Covey's best-known book has sold more than 25 million copies worldwide since its first publication.

### Joy at Work: Organizing Your Professional Life

In Joy at Work, bestselling author and Netflix star Marie Kondo and Rice University business professor Scott Sonenshein offer stories, studies, and strategies to help you eliminate clutter and make space for work that really matters. Joy at Work will help you overcome the challenges of workplace mess and enjoy the productivity, success, and happiness that come with a tidy desk and mind.



### Unmedicated: The Four Pillars of Natural Wellness

The cofounder of the holistic lifestyle website DailyOM presents a gentle and accessible step-by-step guide to moving from excessive reliance on medications to fundamentally healing yourself through four pillars of natural wellness.