

DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY

OFFICE OF THE CORPORATE SECRETARY
8/F R&D Building, Elliptical Road, Diliman, Quezon City

As of December 31, 2024

LIST OF BOARD COMMITTEES MEMBERSHIP (CY 2024) Q4

NAME OF BOARD COMMITTEES	COMMITTEE DESIGNATION	NAME OF DIRECTORS
Pursuant to Board Resolution No. 033-2024, dated 14 October 2024.		
A. EXECUTIVE COMMITTEE	Chairperson: <i>Ex-Officio</i> Vice-Chairperson: Members:	Sec. FRANCISCO P. TIU LAUREL, JR. - DA <i>Usec. ROGER V. NAVARRO - DA</i> Sec. AMENAH F. PANGANDAMAN - DBM Admin. DEXTER R. BUTED - PCA Dir. FLOR L. OLIVAR - Luzon CFSR Dir. FRANK ROY M. RIBO - Visayas CFSR Dir. PEPITO P. CAPANGPANGAN - Mindanao CFSR
B. AUDIT COMMITTEE	Chairperson: Vice-Chairperson: Members:	Sec. AMENAH F. PANGANDAMAN - DBM Sec. RENATO U. SOLIDUM, JR. - DOST Sec. MA. CRISTINA A. ROQUE - DTI Dir. FLOR L. OLIVAR - Luzon CFSR Dir. FRANK ROY M. RIBO - Visayas CFSR Dir. PEPITO P. CAPANGPANGAN - Mindanao CFSR
C. GOVERNANCE COMMITTEE	Chairperson: <i>Ex-Officio</i> Vice-Chairperson: Members:	Sec. FRANCISCO P. TIU LAUREL, JR. - DA <i>Usec. ROGER V. NAVARRO - DA</i> Sec. RALPH G. RECTO - DOF Admin. DEXTER R. BUTED - PCA Dir. FLOR L. OLIVAR - Luzon CFSR Dir. FRANK ROY M. RIBO - Visayas CFSR Dir. PEPITO P. CAPANGPANGAN - Mindanao CFSR
D. NOMINATION & REMUNERATIONS COMMITTEE	Chairperson: Vice-Chairperson: Members:	Sec. MA. CRISTINA A. ROQUE - DTI Sec. RENATO U. SOLIDUM, JR. - DOST Sec. AMENAH F. PANGANDAMAN - DBM Dir. FLOR L. OLIVAR - Luzon CFSR Dir. FRANK ROY M. RIBO - Visayas CFSR Dir. PEPITO P. CAPANGPANGAN - Mindanao CFSR
E. RISK MANAGEMENT COMMITTEE	Chairperson: Vice-Chairperson: Members: <i>Ex-Officio</i>	Sec. RALPH G. RECTO - DOF Sec. RENATO U. SOLIDUM, JR. - DOST Sec. FRANCISCO P. TIU LAUREL, JR. - DA <i>Usec. ROGER V. NAVARRO - DA</i> Sec. MA. CRISTINA A. ROQUE - DTI Dir. FLOR L. OLIVAR - Luzon CFSR Dir. FRANK ROY M. RIBO - Visayas CFSR Dir. PEPITO P. CAPANGPANGAN - Mindanao CFSR
F. SPECIAL COMMITTEE ON COCONUT FARMERS & INDUSTRY DEVELOPMENT PLAN (CFIDP)	Chairperson: Vice-Chairperson: Members: <i>Ex-Officio</i>	Sec. RALPH G. RECTO - DOF Sec. RENATO U. SOLIDUM, JR. - DOST Sec. FRANCISCO P. TIU LAUREL, JR. - DA <i>Usec. ROGER V. NAVARRO - DA</i> Admin. DEXTER R. BUTED - PCA Dir. FLOR L. OLIVAR - Luzon CFSR Dir. FRANK ROY M. RIBO - Visayas CFSR Dir. PEPITO P. CAPANGPANGAN - Mindanao CFSR

Prepared by:

ISAGANI N. ZORRA

Administrative Officer I (Records), OCS

Certified Correct:

ATTY. LUZ J. PEREZ

Board Secretary V, OCS

Department of Agriculture
PHILIPPINE COCONUT AUTHORITY
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8/F R&D Building, Elliptical Road, Diliman, Quezon City

LIST OF BOARD COMMITTEES AND ITS FUNCTIONS (CY 2024) *October-December*

NAME OF BOARD COMMITTEES / FUNCTIONS

Pursuant to Bd. Res. Nos. 033-2024, dtd 14 October 2024.

A. EXECUTIVE COMMITTEE

- In accordance with the authority granted by the Board or during the absence of the Board, the Committee shall act by a vote of at least two-thirds (2/3) of its members on stipulated matters within the competence of the Board as may from time to time be delegated to the Executive Committee in accordance with the PCA's Charter, except with respect to.
 - a) Approval of any action for which shareholders' approval is also required;
 - b) Filling of vacancies on the Board or in the Executive Committee;
 - c) Amendment or repeal of By-Laws or the adoption of new By-Laws;
 - d) Amendment or repeal of any resolution of the Board which by its express terms cannot be amended or subject to repeal; and
 - e) Exercise of powers delegated by the Board exclusively to other committees.

B. AUDIT COMMITTEE

- Overseeing, monitoring and evaluating the adequacy and effectiveness of the Authority's internal control system; engage and provide oversight of PCA's internal and external auditors; and coordinate with the Commission on Audit (COA).
- Reviewing and approving audit scope and frequency, the annual internal audit plan, quarterly, semi-annual and annual financial statements before submission to the Board, focusing on changes in accounting policies and practices, major judgmental areas, significant adjustments resulting from the audit, going concern assumptions, compliance with accounting standards, and compliance with tax, legal, regulatory and COA requirements;
- Receiving and reviewing reports of internal and external auditors and regulatory agencies, and ensuring that Management is taking appropriate corrective actions in a timely manner in addressing control and compliance functions with regulatory agencies.
- Ensuring that internal auditors have free and full access to all the Authority's records, properties and personnel relevant to and required by its function and that the internal audit activity shall be free from interference in determining its scope, performing its work and communicating its results; and
- Developing a transparent financial management system that will ensure the integrity of internal control activities throughout the Authority through a Handbook on Procedures and Policies which will be used by the entire organization.



C. GOVERNANCE COMMITTEE

- Overseeing the periodic performance evaluation of the Board and its Committees and that of Management, and conduct an annual self-evaluation of performance;
- Deciding whether or not a Director is able to and has been adequately carrying out his/her duties as Director bearing in mind the director's contribution and performance. Internal guidelines shall be adopted that address the directors serve on multiple boards;
- Recommending to the Board regarding the continuing education of Directors, assignment to Board Committees, succession plan for the Executive Officers, and the remuneration commensurate with corporate and individual performance; and
- Recommending the manner by which the Board's performance may be evaluated and proposing an objective performance criteria approved by the Board. Such indicators shall address how the Board will enhance long-term shareholder value.

D. NOMINATION & REMUNERATIONS COMMITTEE

- Install and maintain a process to ensure that Officers to be nominated or appointed shall have the qualifications and none of the disqualifications mandated under the law, rules and regulations.
- Review and evaluate the qualifications of all persons nominated to positions which require appointment by the Board.
- Recommend to the GCG nominees for the shortlist in line with the Governing Board's composition succession plan.
- Develop recommendations to the GCG for updating of CPCS in accordance with pertinent laws, rules and regulations.

E. RISK MANAGEMENT COMMITTEE

- Performing oversight risk management functions specifically in the areas of managing credit, market, liquidity, operational, legal, reputational, natural calamity related activities and other risks of the Authority, and crisis management, which shall include receiving from Senior Management periodic information on risk exposures and risk management activities;
- Developing the Risk Management Policy of the Authority, ensuring compliance with the same and ensure that the risk management process and compliance are embedded throughout the operations of the Authority, especially at the Board and Management level; and
- Providing quarterly reporting and updating the Board on key risk management issues as well as ad hoc reporting and evaluation on investment proposals.

F. SPECIAL COMMITTEE ON COCONUT FARMERS & INDUSTRY DEVELOPMENT PLAN (CFIDP)

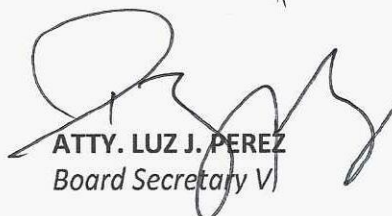
- *(The functions of the CFIDP Committee shall be discussed with the Management and referred back to the PCA Board for approval.)*

Prepared by:



ISAGANI N. ZORRA
Administrative Officer I (Records)

Certified Correct: ↗



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Board Secretary V

DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY

OFFICE OF THE CORPORATE SECRETARY
 8/F R&D Building, Elliptical Road, Diliman, Quezon City

As of September 30, 2024

LIST OF BOARD COMMITTEES MEMBERSHIP (CY 2024) January-September


NAME OF BOARD COMMITTEES	COMMITTEE POSITION	NAME OF DIRECTORS
<i>Pursuant to Board Resolution No. 007-2023, dated 20 February 2023.</i>		
A. EXECUTIVE and GOVERNANCE COMMITTEE <i>(Note : This merged Board Committee shall have the functions of the Executive Committee, Governance Committee, and Nominations & Remunerations Committee as provided in Sec. 16 of GCG MC No. 2012-07.)</i> - <u>Technical Working Group - (TWG-EGCC)</u> <i>(The primary function of the TWG-EGC will be to study and review all documents, attachments, and compliances on all the matters submitted before the specialized Board Committee meeting, and to submit their recommendations on such matters to be taken during the committee meetings. TWG shall be composed of, and headed by the Alternates of the PCA Board Member under this Committee.)</i>	Chairperson:	Sec. FRANCISCO P. TIU LAUREL, JR. - DA
	<i>Ex-Officio</i>	Usec. ROGER V. NAVARRO - DA
	Vice-Chairperson:	Sec. RALPH G. RECTO - DOF
	Members:	Sec. RENATO U. SOLIDUM, JR. - DOST
		Sec. MA. CRISTINA A. ROQUE - DTI
		Admin. DEXTER R. BUTED - PCA
		Dir. FLOR L. OLIVAR - Luzon CFSR
		Dir. FRANK ROY M. RIBO - Visayas CFSR
		Dir. PEPITO P. CAPANGPANGAN - Mindanao CFSR
	DA	a) Usec. ROGER V. NAVARRO b) Usec. Cheryl Marie Natividad-Caballero
	DOF	a) Asec. GLENDA R. RUMORH-FIGUEROA b) PM HOOMER A. MONROYO
	DOST	a) Asec. Dr. LEAH J. BUENDIA b) Exec. Dir. Dr. REYNALDO V. EBORA
	DTI	a) Asec. DOMINGO R. TOLENTINO, JR.
B. AUDIT and RISK MANAGEMENT COMMITTEE - <u>Technical Working Group - (TWG-ARMC)</u> <i>(The primary function of the TWG-ARMC will be to study and review all documents, attachments, and compliances on all the matters submitted before the specialized Board Committee meeting, and to submit their recommendations on such matters to be taken during the committee meetings. TWG shall be composed of, and headed by the Alternates of the PCA Board Member under this Committee.</i> <i>In addition to the Board Alternate Members composing the TWG-ARM, the PCA Deputy Administrator for the Administrative and Finance Branch (AFB), and the Head of the PCA-Internal Audit Department (IAD), are likewise included as members in the TWG-ARMC.)</i>	Chairperson:	Sec. AMENAH F. PANGANDAMAN - DBM
	Vice-Chairperson:	Sec. RALPH G. RECTO - DOF
	Members:	Sec. RENATO U. SOLIDUM, JR. - DOST
		Dir. FLOR L. OLIVAR - Luzon CFSR
		Dir. FRANK ROY M. RIBO - Visayas CFSR
		Dir. PEPITO P. CAPANGPANGAN - Mindanao CFSR
	DBM	a) Usec. ROLANDO U. TOLEDO b) Asec. MARY ANNE Z. DELA VEGA
	DOF	a) Asec. GLENDA R. RUMORH-FIGUEROA b) PM HOOMER A. MONROYO
	DOST	a) Asec. Dr. LEAH J. BUENDIA b) Exec. Dir. Dr. REYNALDO V. EBORA
	DA-AFB	Atty. LUCIUS JUN-JUN G. MALSI, DA-AFB
	DM-IAD	Department Manager - Internal Audit Department

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LIST OF BOARD COMMITTEES AND ITS FUNCTIONS (CY 2024) *January - September*

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Pursuant to Bd. Res. Nos. 007-2023, dtd 20 February 2023.

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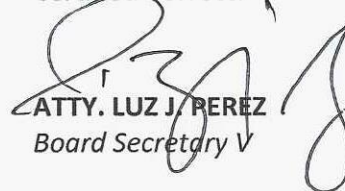
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