

Republic of the Philippines
Department of Agriculture
PHILIPPINE COCONUT AUTHORITY
Office of the Corporate Secretary

COMPOSITION OF THE GOVERNING BOARD
(Duterte Administration)


Legal Basis: PCA Charter pursuant to P.D. No. 1468, as amended by Section 4 of E.O. No. 1055

As of 30 June 2020

| NAME(s) Incumbent and Official Representative(s) | POSITION | Status of Membership | | Term of Office/Expiry Date of Term of Office | Remarks |
|--|--------------------------|--|--|--|---|
| | | Per Charter | Existing | | |
| 1) WILLIAM D. DAR | Chairman | Ex-Officio | Ex-Officio | Aug. 05, 2019 to End of Term | Secretary, Department of Agriculture (DA) vice Sec. Piñol. |
| 2) BENJAMIN R. MADRIGAL, JR. | Member/ Administrator | To be Appointed by the President To be elected among themselves | Presidential Appointee Elected by the Board | January 21, 2020 to June 30, 2020 January 27, 2020 to June 30, 2020 | Vice Dir. Gonzalo T. Duque. |
| 3) CONRADO S. CAPA | Member | To be Appointed by the President | Presidential Appointee | March 14, 2017 to June 30, 2020 | On hold-over capacity pursuant to GCG-MC No. 2012-3, dated 08 February 2012. |
| 4) ROQUE G. QUIMPAN | Member | To be Appointed by the President | Presidential Appointee | March 14, 2017 to June 30, 2020 | On hold-over capacity pursuant to GCG-MC No. 2012-3, dated 08 February 2012. |
| 5) MANUEL L. SERRA, JR. | Member | To be Appointed by the President | Presidential Appointee | August 1, 2018 to June 30, 2020 | On hold-over capacity pursuant to GCG-MC No. 2012-3, dated 08 February 2012. |
| 6) RAMONA P. GO | Member | To be Appointed by the President | Presidential Appointee | September 17, 2019 to June 30, 2020 | Vice Dir. De la Rosa. |
| 7) JESNAR R. FALCON | Member | To be Appointed by the President | Presidential Appointee | March 02, 2020 to June 30, 2020 | Vice Dir. Alan P. Tanjuakio. |

Prepared by:

Noted:


ISAGANI N. ZORRA
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CARLOS B. CARPIO
Board Secretary V, OCS
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Members of the Governing Board

(CY 2020-a)



WILLIAM D. DAR, Ph. D.
Chairman



BENJAMIN R. MADRIGAL, JR.
Administrator/CEO



CONRADO S. CAPA
Member



RAMONA P. GO
Member



ROQUE G. QUIMPAN
Member



MANUEL L. SERRA, JR.
Member



ALAN P. TANJUAKIO
Member

Republic of the Philippines
Department of Agriculture
PHILIPPINE COCONUT AUTHORITY
Office of the Corporate Secretary

COMPOSITION OF THE GOVERNING BOARD
(Duterte Administration)


Legal Basis: PCA Charter pursuant to P.D. No. 1468, as amended by Section 4 of E.O. No. 1055

As of 31 December 2020

| NAME(s) Incumbent and Official Representative(s) | POSITION | Status of Membership | | Term of Office/Expiry Date of Term of Office | Remarks |
|--|--------------------------|--|--|--|---|
| | | Per Charter | Existing | | |
| 1) WILLIAM D. DAR | Chairman | Ex-Officio | Ex-Officio | Aug. 05, 2019 to End of Term | Secretary, Department of Agriculture (DA) |
| 2) BENJAMIN R. MADRIGAL, JR. | Member/ Administrator | To be Appointed by the President To be elected among themselves | Presidential Appointee Elected by the Board | January 21, 2020 to June 30, 2021 January 27, 2020 to June 30, 2021 | Vice Dir. Gonzalo T. Duque. Took Oath of Office on 27 January 2020. |
| 3) ROSALINA L. BISTOYONG | Member | To be Appointed by the President | Presidential Appointee | September 17, 2020 to June 30, 2021 | Vice Dir. Manuel L. Serra, Jr. Took Oath of Office on 25 September 2020. |
| 4) JESNAR R. FALCON | Member | To be Appointed by the President | Presidential Appointee | March 02, 2020 to June 30, 2021 | Vice Dir. Alan P. Tanjuakio. Took Oath of Office on 03 March 2020. |
| 5) RAMONA P. GO | Member | To be Appointed by the President | Presidential Appointee | September 17, 2019 to June 30, 2021 | Vice Dir. De la Rosa. Took Oath of Office on 14 November 2019. |
| 6) ROQUE G. QUIMPAN | Member | To be Appointed by the President | Presidential Appointee | March 14, 2017 to June 30, 2021 | On hold-over capacity pursuant to GCG-MC No. 2012-3, dated 08 February 2012. Took Oath of Office on 21 March 2017. |
| 7) VICENTE VICTOR G. VELOSO | Member | To be Appointed by the President | Presidential Appointee | October 08, 2020 to June 30, 2021 | Vice Dir. Conrado S. Capa. Took Oath of Office on 26 October 2020. |

Prepared by:

Noted:


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Members of the Governing Board

(CY 2020-b)



WILLIAM D. DAR, Ph. D.
Chairman



BENJAMIN R. MADRIGAL, JR.
Administrator/CEO



ROSALINA L. BISTOYONG
Member



JESNAR R. FALCON
Member



RAMONA P. GO
Member



ROQUE G. QUIMPAN
Member



VICENTE VICTOR G. VELOSO
Member

Office of the President
PHILIPPINE COCONUT AUTHORITY
OFFICE OF THE CORPORATE SECRETARY
8/F R&D Building, Elliptical Road, Diliman, Quezon City

NAME OF BOARD COMMITTEES / FUNCTIONS

Pursuant to Bd. Res. No. 057-2020, dated 30 April 2020

A. EXECUTIVE COMMITTEE AND GOVERNANCE 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 of its members on stipulated matters within the competence of the Board as may from time to time be delegated to the Committee except of some other functions specified in the Manual of Corporate Governance.
- Oversee the periodic performance evaluation of the Board and its Committees and that of Management, and conduct an annual self-evaluation of performance.
- Decide 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.
- Recommend 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.
- Recommend the manner by which the Board's performance may be evaluated and propose an objective performance criteria approved by the Board.

B. HUMAN RESOURCES 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.

C. AUDIT AND RISK MANAGEMENT COMMITTEE

- Oversee, monitor and evaluate 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).
- Receive and review reports of internal and external auditors and regulatory agencies, and ensure that Management is taking appropriate corrective actions in a timely manner in addressing control and compliance functions with regulatory agencies.
- Develop a transparent financial management system that will ensure the integrity of internal control activities throughout the PCA through a Handbook on Procedures and Policies which will be used by the entire Authority.



NAME OF BOARD COMMITTEES / FUNCTIONS

Pursuant to Bd. Res. No. 057-2020, dated 30 April 2020

- 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.

D. FINANCE AND BUDGET COMMITTEE

- Responsible in budget planning, financing of projects/programs; and
- To ensure the proper and systematic use of the budget of th entire agency.

E. PROGRAMS AND POLICY COMMITTEE

- To specifically provide oversight function in the design, creation and implementation of the different programs and projects of the Authority; and
- To review and revise proposed policies that are important in the implementation of PCA programs.

F. BOARD COMMITTEE FOR COCONUT ENTERPRISE DEVELOPMENT (CocoED)


- Formulate/review policies to be submitted to the Board for adoption of Governing Board for policy matters.
- Oversight Function: Regularly reporting to the Board.
- Review, assess and endorsement of proposals for coco-hub prior to the approval of the Governing Board.
- Final review of Manual of Operations.

Prepared by:



ISAGANI N. ZORRA
Administrative Officer I (Records Officer)

Certified Correct:



CARLOS B. CARPIO
Board Secretary V

**DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY**

OFFICE OF THE CORPORATE SECRETARY

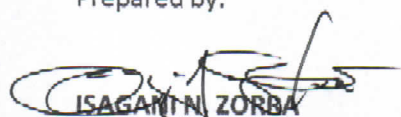
8/F R&D Building, Elliptical Road, Diliman, Quezon City

As of May 04, 2020

LIST OF BOARD COMMITTEES MEMBERSHIP (CY 2020)


| NAME OF BOARD COMMITTEES | COMMITTEE POSITION | NAME OF DIRECTORS |
|---|--|---|
| <i>Pursuant to Bd. Res. No. 057-2020, dated 30 April 2020</i> | | |
| A. EXECUTIVE AND GOVERNANCE COMMITTEE | Chairperson Vice-Chairperson Member | Sec. WILLIAM D. DAR CEO/Administrator Dir. CONRADO S. CAPA Dir. JESNAR R. FALCON |
| B. HUMAN RESOURCES COMMITTEE | Chairperson Vice-Chairperson Member | Dir. MANUEL L. SERRA, JR. Dir. ROQUE G. QUIMPAN Dir. RAMONA P. GO |
| C. AUDIT AND RISK COMMITTEE | Chairperson Vice-Chairperson Member | Dir. ROQUE G. QUIMPAN Dir. MANUEL L. SERRA, JR. Dir. JESNAR R. FALCON |
| D. FINANCE AND BUDGET COMMITTEE | Chairperson Vice-Chairperson Members | Dir. CONRADO S. CAPA Dir. RAMONA P. GO Dir. MANUEL L. SERRA, JR. |
| E. PROGRAMS AND POLICY COMMITTEE | Chairperson Vice-Chairperson Member | Dir. RAMONA P. GO Dir. JESNAR R. FALCON Dir. ROQUE G. QUIMPAN |

Prepared by:


ISAGANI N. ZORBA

Administrative Officer I (Records)

Certified Correct:


CARLOS B. CARPIO
Board Secretary

DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY
OFFICE OF THE CORPORATE SECRETARY
8/F R&D Building, Elliptical Road, Diliman, Quezon City

As of October 02, 2020

LIST OF BOARD COMMITTEES MEMBERSHIP (CY 2020)

| NAME OF BOARD COMMITTEES | COMMITTEE POSITION | NAME OF DIRECTORS |
|---|--|--|
| <i>Pursuant to Bd. Res. No. 095-2020, dated 02 October 2020</i> | | |
| A. EXECUTIVE AND GOVERNANCE COMMITTEE | Chairperson Vice-Chairperson Member | Sec. WILLIAM D. DAR Admin. BENJAMIN R. MADRIGAL, JR. Dir. CONRADO S. CAPA Dir. JESNAR R. FALCON |
| B. HUMAN RESOURCES COMMITTEE | Chairperson Vice-Chairperson Member | Dir. RAMONA P. GO Dir. ROQUE G. QUIMPAN Vacant |
| C. AUDIT AND RISK COMMITTEE | Chairperson Vice-Chairperson Member | Dir. ROQUE G. QUIMPAN Dir. ROSALINA L. BISTOYONG Dir. JESNAR R. FALCON |
| D. FINANCE AND BUDGET COMMITTEE | Chairperson Vice-Chairperson Members | Dir. CONRADO S. CAPA Dir. RAMONA P. GO Dir. ROSALINA L. BISTOYONG |
| E. PROGRAMS AND POLICY COMMITTEE | Chairperson Vice-Chairperson Member | Dir. ROSALINA L. BISTOYONG Dir. JESNAR R. FALCON Dir. ROQUE G. QUIMPAN |

Prepared by:



ISAGANI N. ZORRA
Administrative Officer I (Records)

Certified Correct:



CARLOS B. CARPIO
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 November 05, 2020

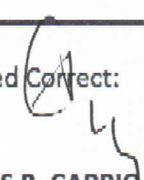
LIST OF BOARD COMMITTEES MEMBERSHIP (CY 2020)

| NAME OF BOARD COMMITTEES | COMMITTEE POSITION | NAME OF DIRECTORS |
|---|--|---|
| <i>Pursuant to Bd. Res. No. 101-2020, dated 26 October 2020</i> | | |
| A. EXECUTIVE AND GOVERNANCE COMMITTEE | Chairperson Vice-Chairperson Member | Sec. WILLIAM D. DAR Admin. BENJAMIN R. MADRIGAL, JR. Dir. JESNAR R. FALCON Dir. VICENTE VICTOR G. VELOSO |
| B. AUDIT AND RISK COMMITTEE | Chairperson Vice-Chairperson Member | Dir. ROQUE G. QUIMPAN Dir. ROSALINA L. BISTOYONG Dir. JESNAR R. FALCON |
| C. FINANCE AND BUDGET COMMITTEE | Chairperson Vice-Chairperson Members | Dir. VICENTE VICTOR G. VELOSO Dir. RAMONA P. GO Dir. ROSALINA L. BISTOYONG |
| D. HUMAN RESOURCES COMMITTEE | Chairperson Vice-Chairperson Member | Dir. RAMONA P. GO Dir. ROQUE G. QUIMPAN Dir. VICENTE VICTOR G. VELOSO |
| E. PROGRAMS AND POLICY COMMITTEE | Chairperson Vice-Chairperson Member | Dir. ROSALINA L. BISTOYONG Dir. JESNAR R. FALCON Dir. ROQUE G. QUIMPAN |

Prepared by:


ISAGANI N. ZORRA
Administrative Officer I (Records)

Certified Correct:


CARLOS B. CARPIO
Board Secretary V