

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

COMPOSITION OF THE GOVERNING BOARD

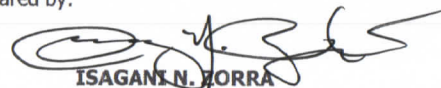
(Duterte Administration)

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

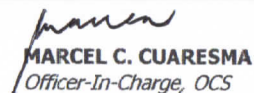
| NAME(s) Incumbent and Official Representative(s) | POSITION | Status of Membership | | Term of Office/Expiry Date of Term of Office | Remarks |
|--|----------|----------------------------------|------------------------|--|---|
| | | Per Charter | Existing | | |
| 1) EMMANUEL F. PINOL | Chairman | Ex-Officio | Ex-Officio | Sept. 17, 2018 to Aug. 04, 2019 | Secretary, Department of Agriculture (DA) pursuant to EO No. 62, dated 17 Sept. 2018 <i>vice</i> Sec. Evasco. |
| WILLIAM D. DAR | Chairman | Ex-Officio | Ex-Officio | Aug. 05, 2019 to End of Term | Secretary, Department of Agriculture (DA) <i>vice</i> Sec. Piñol. |
| 2) ROMULO J. DE LA ROSA | Member | To be Appointed by the President | Presidential Appointee | January 20, 2017 to September 16, 2019 | Replaced by Dir. Ramona P. Go. |
| RAMONA P. GO | Member | To be Appointed by the President | Presidential Appointee | September 17, 2019 to June 30, 2020 | Vice Dir. De la Rosa. |
| 3) ALAN P. TANJUAKIO | Member | To be Appointed by the President | Presidential Appointee | November 23, 2016 to June 30, 2020 | On hold-over capacity pursuant to GCG-MC No. 2012-3, dated 08 February 2012. |
| 4) 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. |
| 5) 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. |
| 6) 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. |
| 7) GONZALO T. DUQUE | Member | To be Appointed by the President | Presidential Appointee | July 15, 2019 to October 14, 2019 | Vice Dir. Avelino L. Andal. |

Prepared by:

Noted:


ISAGANI N. PORRA

Records Officer
Office of the Corporate Secretary
T/L Nos.: (632) 8928-4501 to 09 loc. 105


MARCEL C. CUARESMA

Officer-In-Charge, OCS
Trunkline Nos.: (632) 8928-4501 to 38 loc. 103
Tel/Fax No.: (632) 8920-2968
[E-mail Address: pcacorpsec8@yahoo.com.ph](mailto:pcacorpsec8@yahoo.com.ph)

Members of the Governing Board

(October - December 2019)



WILLIAM D. DAR, Ph. D.
Chairman



Administrator/CEO



CONRADO S. CAPA
Member



RAMONA PALABRICA-GO
Member



ROQUE G. QUIMPAN
Member



MANUEL L. SERRA, JR.
Member



ALAN P. TANJUAKIO
Member

Members of the Governing Board

(August - October 2019)



WILLIAM D. DAR, Ph. D.
Chairman



GONZALO T. DUQUE
Administrator/CEO



CONRADO S. CAPA
Member



ROMULO S. DE LA ROSA
Member



ROQUE G. QUIMPAN
Member



MANUEL L. SERRA, JR.
Member



ALAN P. TANJUAKIO
Member

Members of the Governing Board

(January - August 2019)



Sec. EMMANUEL F. PIÑOL
Chairman



Dir. ROMULO S. DE LA ROSA
Member



Dir. CONRADO S. CAPA
Member



Dir. ROQUE G. QUIMPAN
Member



Dir. MANUEL L. SERRA, JR.
Member



Dir. ALAN P. TANJUAKIO
Member



VACANT
Member

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

NAME OF BOARD COMMITTEES / FUNCTIONS (CY 2019)

A. EXECUTIVE 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. FINANCE, AUDIT AND RISK 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.



- 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. SPECIAL COMMITTEE ON PHYSICAL ASSET UTILIZATION AND MANAGEMENT

- To set in place and make an inventory of all the assets of the PCA and to make proper use thereof;
- To provide report and update of the assets and properties of the Authority to the Board.


E. PROGRAMS AND POLICY COMMITTEE

- To specifically provide oversight function in the design, creation and implementation of the different programs and projects of PCA;
- 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
Records Officer I

Certified Correct:


MARCEL C. CUARESMA
Acting Board Secretary IV, OCS


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

As of January 15, 2019


LIST OF BOARD COMMITTEES MEMBERSHIP (CY 2018)

| NAME OF BOARD COMMITTEES | COMMITTEE POSITION | NAME OF DIRECTORS |
|--|--|---|
| <i>Pursuant to Bd. Res. No. 077-2018, dated 15 August 2018</i> | | |
| A. EXECUTIVE COMMITTEE | Chairperson Member Member Member | ROMULO J. DE LA ROSA MANUEL L. SERRA, JR. ALAN P. TANJUAKIO |
| B. GOVERNANCE COMMITTEE | Chairperson Member Member | ROMULO J. DE LA ROSA MANUEL L. SERRA, JR. |
| <i>Pursuant to Bd. Res. No. 077-2018, dated 15 August 2018</i> | | |
| C. AUDIT COMMITTEE | Chairperson Vice-Chairperson Member | CONRADO S. CAPA MANUEL L. SERRA, JR. ALAN P. TANJUAKIO |
| D. BOARD NOMINATION & REMUNERATIONS COMMITTEE | Chairperson Vice-Chairperson Members | MANUEL L. SERRA, JR. ROQUE G. QUIMPAN ALAN P. TANJUAKIO ROMULO J. DE LA ROSA (Non-Voting Member) |
| E. BOARD COMMITTEE FOR COCONUT ENTERPRISE DEVELOPMENT (CocoED) | Chairperson Vice-Chairperson Member | ALAN P. TANJUAKIO ROQUE G. QUIMPAN ROMULO J. DE LA ROSA |
| F. BOARD RISK MANAGEMENT COMMITTEE | Chairperson Members | ROQUE G. QUIMPAN CONRADO S. CAPA ALAN P. TANJUAKIO |
| <i>Pursuant to Bd. Res. No. 102-2018, dated 17 October 2018</i> | | |
| G. SPECIAL COMMITTEE ON PHYSICAL ASSET UTILIZATION AND MANAGEMENT | Chairperson Members | ROQUE G. QUIMPAN ALAN P. TANJUAKIO (Visayas) CONRADO S. CAPA (Luzon) MANUEL L. SERRA, JR. (Mindanao) |

Prepared by:


ISAGANI N. ZORRA
Records Officer

Certified Correct:


MARCEL C. CUARESMA
Officer-In-Charge, OCS

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

As of August 15, 2019


LIST OF BOARD COMMITTEES MEMBERSHIP (CY 2019)

| NAME OF BOARD COMMITTEES | COMMITTEE POSITION | NAME OF DIRECTORS |
|--|--|---|
| <i>Pursuant to Bd. Res. No. 009-2019, dated 15 August 2019</i> | | |
| A. EXECUTIVE AND GOVERNANCE COMMITTEE | Chairperson Vice-Chairperson Member | Sec. WILLIAM D. DAR Admin. GONZALO T. DUQUE Dir. CONRADO S. CAPA |
| B. HUMAN RESOURCES COMMITTEE | Chairperson Vice-Chairperson Member | Dir. MANUEL L. SERRA, JR. Dir. ROQUE G. QUIMPAN Dir. ROMULO J. DE LA ROSA |
| C. FINANCE, AUDIT AND RISK COMMITTEE | Chairperson Vice-Chairperson Member | Dir. CONRADO S. CAPA Dir. ROMULO J. DE LA ROSA Dir. MANUEL L. SERRA, JR. |
| D. SPECIAL COMMITTEE ON PHYSICAL ASSET UTILIZATION AND MANAGEMENT | Chairperson Vice-Chairperson Members | Dir. ROQUE G. QUIMPAN Dir. MANUEL L. SERRA, JR. Dir. ALAN P. TANJUAKIO |
| E. PROGRAMS AND POLICY COMMITTEE | Chairperson Vice-Chairperson Member | Dir. ROMULO J. DE LA ROSA Dir. ROQUE G. QUIMPAN Dir. ALAN P. TANJUAKIO |
| F. COMMITTEE FOR COCONUT ENTERPRISE DEVELOPMENT (CocoED) | Chairperson Vice-Chairperson Member | Dir. ALAN P. TANJUAKIO Dir. CONRADO S. CAPA Dir. MANUEL L. SERRA, JR. |

Prepared by:

Certified Correct:


ISAGANI N. ZORRA
Records Officer


MARCEL C. CUARESMA
Officer-In-Charge, OCS

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

As of September 19, 2019


LIST OF BOARD COMMITTEES MEMBERSHIP (CY 2019)

| NAME OF BOARD COMMITTEES | COMMITTEE POSITION | NAME OF DIRECTORS |
|--|--|---|
| <i>Pursuant to Bd. Res. No. 009-2019, dated 15 August 2019 as Confirmed on 12 September 2019</i> | | |
| A. EXECUTIVE AND GOVERNANCE COMMITTEE | Chairperson Vice-Chairperson Member | Sec. WILLIAM D. DAR Admin. GONZALO T. DUQUE Dir. CONRADO S. CAPA Dir. ROMULO J. DE LA ROSA |
| B. HUMAN RESOURCES COMMITTEE | Chairperson Vice-Chairperson Member | Dir. MANUEL L. SERRA, JR. Dir. ROQUE G. QUIMPAN Dir. ROMULO J. DE LA ROSA |
| C. FINANCE, AUDIT AND RISK COMMITTEE | Chairperson Vice-Chairperson Member | Dir. CONRADO S. CAPA Dir. ROMULO J. DE LA ROSA Dir. MANUEL L. SERRA, JR. |
| D. SPECIAL COMMITTEE ON PHYSICAL ASSET UTILIZATION AND MANAGEMENT | Chairperson Vice-Chairperson Members | Dir. ROQUE G. QUIMPAN Dir. MANUEL L. SERRA, JR. Dir. ALAN P. TANJUAKIO |
| E. PROGRAMS AND POLICY COMMITTEE | Chairperson Vice-Chairperson Member | Dir. ROMULO J. DE LA ROSA Dir. ROQUE G. QUIMPAN Dir. ALAN P. TANJUAKIO |
| F. COMMITTEE FOR COCONUT ENTERPRISE DEVELOPMENT (CocoED) | Chairperson Vice-Chairperson Member | Dir. ALAN P. TANJUAKIO Dir. ROQUE G. QUIMPAN Dir. ROMULO J. DE LA ROSA |

Prepared by:


ISAGAN N. ZORRA
Records Officer

Certified Correct:


MARCEL C. CUARESMA
Officer-In-Charge, OCS

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

As of November 14, 2019

LIST OF BOARD COMMITTEES MEMBERSHIP (CY 2019)

| NAME OF BOARD COMMITTEES | COMMITTEE POSITION | NAME OF DIRECTORS |
|--|--|---|
| <i>Pursuant to Bd. Res. No. 066-2019, dated 14 November 2019</i> | | |
| A. EXECUTIVE AND GOVERNANCE COMMITTEE | Chairperson Vice-Chairperson Member | Sec. WILLIAM D. DAR CEO/Administrator Dir. CONRADO S. CAPA Dir. RAMONA P. GO |
| B. HUMAN RESOURCES COMMITTEE | Chairperson Vice-Chairperson Member | Dir. MANUEL L. SERRA, JR. Dir. ROQUE G. QUIMPAN Dir. RAMONA P. GO |
| C. FINANCE, AUDIT AND RISK COMMITTEE | Chairperson Vice-Chairperson Member | Dir. CONRADO S. CAPA Dir. RAMONA P. GO Dir. MANUEL L. SERRA, JR. |
| D. SPECIAL COMMITTEE ON PHYSICAL ASSET UTILIZATION AND MANAGEMENT | Chairperson Vice-Chairperson Members | Dir. ROQUE G. QUIMPAN Dir. MANUEL L. SERRA, JR. Dir. ALAN P. TANJUAKIO |
| E. PROGRAMS AND POLICY COMMITTEE | Chairperson Vice-Chairperson Member | Dir. RAMONA P. GO Dir. ROQUE G. QUIMPAN Dir. ALAN P. TANJUAKIO |
| F. COMMITTEE FOR COCONUT ENTERPRISE DEVELOPMENT (CocoED) | Chairperson Vice-Chairperson Member | Dir. ALAN P. TANJUAKIO Dir. ROQUE G. QUIMPAN Dir. RAMONA P. GO |

Prepared by:


ISAGANI N. ZORRA
Records Officer

Certified Correct:


MARCEL C. CUARESMA
Officer-In-Charge, OCS