

REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE PRESIDENTIAL ASSISTANT  
FOR FOOD SECURITY AND AGRICULTURAL MODERNIZATION  
**PHILIPPINE COCONUT AUTHORITY**

Elliptical Road, Diliman, Quezon City Tel. Nos. 928-4501 to 09  
P.O. Box 3386, Manila TIN: 000724616  
www.pca.da.gov.ph



**BOARD RESOLUTION NO. 171-2015**

**APPROVING THE SCHEDULE OF  
REGULAR BOARD MEETINGS FOR CY 2016**

**RESOLVED AS IT IS HEREBY RESOLVED THAT**, upon consensus, the Regular Board meetings for CY 2016 to be scheduled every 3<sup>rd</sup> Wednesday of the month, **BE APPROVED** as it is hereby **APPROVED** and **CONFIRMED**.

Done this 18th day of December 2015 at Quezon City.

**SEC. FREDELITA C. GUIZA**  
Chairperson

**PONCIANO A. BATUGAL**  
Member

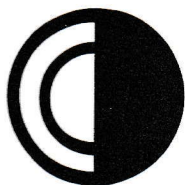
**ROMULO N. ARANCON, JR.**  
Member/Administrator

**EDICIO G. DELA TORRE**  
Member

**OSCAR G. GARIN**  
Member

**CESAR C. VILLARIBA, JR.**  
Member

**RAFAEL P. SARUCAN**  
Member



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07 December 2015

**MEMORANDUM**

FOR : Chairman FREDELITA C. GUIZA  
Director PONCIANO A. BATUGAL  
Director EDICIO G. DELA TORRE  
Director OSCAR G. GARIN  
Director RAFAEL P. SARUCAM  
Director CESAR C. VILLARIBA, JR.  
Administrator/Director ROMULO N. ARANCON, JR.

FROM : The OFFICE OF THE CORPORATE SECRETARY

SUBJECT : SCHEDULE OF REGULAR BOARD MEETINGS FOR CY 2016

This is to respectfully inform the Honorable Members of the PCA Governing Board of the following regular meetings scheduled **every 3<sup>rd</sup> Wednesday of every month**, as per approved **Board Resolution No. 036-2012** and pursuant to Section 5 of EO 1055:

REGULAR BOARD MEETINGS	REMARKS
January 20, 2016 February 17 March 16 April 20 May 18 June 15 July 20 August 17 September 21 October 19 November 16 December 21	<u>Time:</u>  12:00 Noon – 3:00 PM (subject to change and reconfirmation)  <u>Venue:</u>  Chairman's Conference Room 8 <sup>th</sup> Floor PCA R&D Bldg., Elliptical Road, Diliman, Quezon City

Contact Details: Tel. No.: 920-2968; Trunkline Nos.: 928-4501 to 9 loc. 103, 104 & 106  
Email Address: [pcacorpsec8@yahoo.com.ph](mailto:pcacorpsec8@yahoo.com.ph)

Based on the recent approval of GCG on the adjusted *per diems* of the Appointive Members of the PCA Governing Board, Regular and Special Board meetings have a maximum of twenty-four (24) meetings per year, the same with the Committee's Meetings. Thus, any Board Committee meeting shall be scheduled, called at any day of the month or as per instruction of each committee's Chairman.

For the information and reference of the Honorable Members of the Governing Board.

*Andrew Ian P. Edrada*

**ATTY. ANDREW IAN P. EDRADA**  
Board Secretary




**PHILIPPINE COCONUT AUTHORITY**  
**Office of the Corporate Secretary**


**SCHEDULE OF CALLED MEETINGS OF THE GOVERNING BOARD FOR CY 2016 (January - October)**

DATE OF MEETINGS	TIME OF MEETING	BOARD MEETINGS			BOARD COMMITTEES MEETINGS						TOTAL OF MEETINGS	
		Seq. of Mtngs.	REG.	SPL.	EXECUTIVE COMMITTEE	GOVERNANCE COMMITTEE	AUDIT COMMITTEE	NOMINATION & REMUNERATION COMMITTEE	BOARD COMMITTEE FOR AGRO-INDUSTRIAL HUBS PROGRAM	RISK MANAGEMENT COMMITTEE	REGULAR/SPECIAL	COMMITTEES
					(A)	(B)	(C)	(D)	(E)	(H)		
1) January	4	10:00 AM	1st	1 ✓							1	0
2)	7	5:00 PM						1 ✓			0	1
3)	18	8:30 AM					1 ✓				0	1
4)	20	1:30 PM	2nd	1 ✓							1	0
5) February	2	8:30 AM							1 ✓		0	1
6)	2	1:30 PM	3rd	1 ✓							1	0
7)	10	8:30 PM							1 ✓		0	1
8)	15	4:00 PM			1 ✓						0	1
9)	17	8:30 AM	4th	1 ✓							1	0
10) March	4	9:00 AM					1 ✓				0	1
11)	4	2:00 PM	5th	1 ✓							1	0
12)	17	8:30 AM	6th	1 ✓							1	0
13) April	20	8:30 AM							1 ✓		0	1
14)	26	8:30 AM	7th	1 ✓							1	0
15)	28	6:00 PM					1 ✓				0	1
16) May	6	8:30 AM	8th	1 ✓							1	0
17)	18	8:30 AM	9th	1 ✓							1	0
18)	25	2:00 PM					1 ✓				0	1
19) June	15	8:30 AM	10th	1 ✓							1	0
20)	22	8:30 AM	11th	1 ✓							1	0
21)	30	9:00 AM	12th	1 ✓							1	0
22) September	29	9:00 AM	13th	1 ✓							1	0
23) October	1	9:00 AM					1 ✓				0	1
24)	5	3:00 PM							1 ✓		0	1
25)	6	9:00 AM	14th	1 ✓							1	0
26)	19	9:00 AM	15th	1 ✓							1	0
<b>TOTAL</b>		<b>26</b>	<b>7</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>1</b>	<b>4</b>		<b>15</b>	<b>11</b>

Prepared by:

Certified Correct:

  
ISAGANI N. ZORBA  
Records Officer

  
ATTY. ANDREW IAN P. EDRA  
Board Secretary