

## CITEM BOARD OF GOVERNORS REGULAR BOARD MEETINGS

As a matter of policy, the CITEM Board must be able to meet the following conditions for Good Governance

- a. The Board shall schedule and hold regular board meetings quarterly and convene for special meetings whenever required and necessary.
- b. Each of the Directors must have attendance at least 90% of all the Board Meetings held during the next year.
- c. The Corporate Secretary is mandated to comply with the policy that the members of the Board of Directors meetings be provided to the members of the Board at least three (3) working days in advance of the Board Meeting.
- d. The Board of Directors meet separately at least once during the year without the President/CEO present.
- e. Board of Director's meeting scheduled of the year.

### REGULAR BOARD MEETING AND ATTENDANCE

BOARD MEETING SCHEDULE  Once every Quarter as a policy of the Board	ACTUAL BOARD MEETING SCHEDULE	REMARKS
1st Quarter	January 10, 2024 January 10, 2024 <i>w/o the COE</i>	convened five actual board meetings for CY2024.
2nd Quarter	April 2, 2024 (referendum) June 4, 2024	
3rd Quarter	No Meeting held due to lack of quorum	
4th Quarter	November 14, 2024	

Results:

1. 2 meetings in the first Quarter
2. 2 meetings held in the second Quarter.
3. No meetings conducted in the 3<sup>rd</sup> Quarter
4. 1 meeting held in the last quarter of 2024

# Center for International Trade Expositions and Missions

Golden Shell Pavilion, Roxas Blvd., Sen. Gil Puyat Ave, Pasay City

## REGULAR BOARD MEETING 2024

OFFICES		BOARD MEMBER	NATURE OF POSITIONS	January 10, 2024 Physical	January 10, 2024 Physical * w/o the CEO	April 2, 2024 Referendum	April 24, 2024 Physical	June 4, 2024 Hybrid	November 15, 2024 Hybrid	Notice of Meeting & Board Paper	Total of Meeting Attended	Percentage
Date when notice of the meeting and board papers were received *Following policy of at least 3 working days in advance before the Board Meeting				Notice of Meeting - 21 Nov. 2023 Board papers - 05 Jan. 2024		BP - 3 April 2024	Notice of Meeting -15 April 2024 BP -17 April. 2024	Notice of Meeting -21 May 2024 BP- 22 May 2024	Notice of Meeting -05 Nov 2024 BP- 13 Nov 2024			
1	DTI	ALFREDO E. PASCUAL Secretary	Chairman			signed BP	P		End of Appointment Aug. 2, 2024	✓	1	100%
2	DTI	ANA CAROLINA P. SANCHEZ Undersecretary	Primary Chairman	Designated as PAC June 24, 2024					End of Designation Aug. 16, 2024	✓	0	0%
3	DTI	CEFERINO RODOLFO, DPA Undersecretary	2nd Alternate Chairman	P	P	signed BP	A	P	End of Designation Aug. 16, 2024	✓	3	75%
4	DTI	MA. CRISTINA A. ROQUE Secretary	Chairman	Appointed Aug. 2, 2024						✓	0	0%
5	DTI	BLESILA LANTAYONA Undersecretary	Alternate Chairman	Designated Oct. 4, 2024					P	✓	1	100%
6	BSP	ELI REMOLONO, JR. Governor	Ex-Officio							✓	0	0%
7	BSP	BERNADETTE ROMULO-PUYAT Deputy Governor	Permament Representative	A	A	signed BP			A	✓	0	0%
8	BSP	JAY EDWARD AMATONG Director	2nd Alternate Representative	P	P	signed BP	Attended by Atty. Lara	P	P	✓	4	100%
9	GSIS	JOSE ARNULFO VELOSO President & General Manager	Ex-Officio			signed BP			P	✓	1	100%
10	GSIS	CLARO PECZON HERNANDEZ Chief of Staff	Alternate Representative	P	P	signed BP	P	P	A	✓	4	100%
11	LBP	LYNETTE V. ORTIZ President & CEO	Ex-Officio							✓	0	0%
12	LBP	ELCID C. PANGILINAN Senior Vice President	Alternate Representative	P	P	signed BP	P	P	End of Designation Aug. 24, 2024	✓	4	100%
13	LBP	ESPERANZA MARTINEZ Senior Vice President	Alternate Representative	Designated Aug. 27, 2024					A	✓	0	0%
14	NFA	RODERICO R. BIOCO Administrator	Ex-Officio				End of Appointment April 6, 2024			✓	0	0%
15	NFA	LARRY LACSON Administrator	Ex-Officio	Appointed April 16, 2024						✓	0	0%
16	NFA	MARIO G. ANDRADA, Ph. D. OIC-Deputy Administrator	Alternate Representative	P	P	signed BP	P	P	P	✓	5	125%
17	CITEM	DR. EDWARD L. FERREIRA, Ph. D. Executive Director	Appointive Member	P	A	Resigned March 20, 2024				✓	1	25%
18	CITEM	ROMLEAH JULIET P. OCAMPO Executive Director	Appointive Member	Appointed June 4, 2024				P	P	✓	2	100%

### COMMITTEE MEETING

EXECUTIVE COMMITTEE				NATURE OF POSITIONS	January 10, 2024 Physical	April 2, 2024 Referendum	April 24, 2024 Physical	June 4, 2024 Hybrid	November 15, 2024 Hybrid	Notice of Meeting & Board Paper	Total of Meeting Attended	Percentage
Date when notice of the meeting and board papers were received *Following policy of at least 3 working days in advance before the Board Meeting					Notice of Meeting - 21 Nov. 2023 BP- 05 Jan. 2024		Notice of Meeting -15 April 2024 BP- 17 April. 2024	Notice of Meeting -21 May 2024 BP- 22 May 2024	Notice of Meeting -05 Nov 2024 BP- 13 Nov 2024			
1	DTI	ALFREDO E. PASCUAL Secretary	Chairman			signed BP	P		End of Appointment Aug. 2, 2024	✓	1	100%
2	DTI	ANA CAROLINA P. SANCHEZ Undersecretary	Primary Chairman	Appointed as PAC June 24, 2024					End of Designation Aug. 16, 2024	✓	0	0%
3	DTI	CEFERINO RODOLFO, DPA Undersecretary	2nd Alternate Chairman		P	signed BP	A	P	End of Designation Aug. 16, 2024	✓	2	67%
4	DTI	MA. CRISTINA A. ROQUE Secretary	Chairman	Appointed Aug. 2, 2024						✓	0	0%
5	DTI	BLESILA LANTAYONA Undersecretary	Alternate Chairman	Designated Oct. 4, 2024					P	✓	1	100%
6	LBP	LYNETTE V. ORTIZ President & CEO	Ex-Officio							✓	0	0%
7	LBP	ELCID C. PANGILINAN Senior Vice President	Alternate Representative		P	signed BP	P	P	End of Designation Aug. 24, 2024	✓	3	100%
8	LBP	ESPERANZA MARTINEZ Senior Vice President	Alternate Representative	Designated Aug. 27, 2024					A	✓	0	0%
9	CITEM	DR. EDWARD L. FERREIRA, Ph. D. Executive Director	Appointive Member		P	Resigned March 20, 2024				✓	1	33%
10	CITEM	ROMLEAH JULIET P. OCAMPO Executive Director	Appointive Member	Appointed June 4, 2024					P	✓	1	100%

GOVERNANCE AND NOMINATION AND REMUNERATION COMMITTEE				NATURE OF POSITIONS	January 10, 2024 Physical	April 2, 2024 Referendum	April 24, 2024 Physical	June 4, 2024 Hybrid	November 15, 2024 Hybrid	Notice of Meeting & Board Paper	Total of Meeting Attended	Percentage
Date when notice of the meeting and board papers were received *Following policy of at least 3 working days in advance before the Board Meeting					Notice of Meeting - 21 Nov. 2023 BP - 05 Jan. 2024		Notice of Meeting -15 April 2024 BP- 17 April. 2024	Notice of Meeting -21 May 2024 BP- 22 May 2024	Notice of Meeting -05 Nov 2024 BP- 13 Nov 2024			
1	DTI	ALFREDO E. PASCUAL Secretary	Chairman			signed BP	P		End of Appointment Aug. 2, 2024	✓	1	100%
2	DTI	ANA CAROLINA P. SANCHEZ Undersecretary	Primary Chairman					P	End of Designation Aug. 16, 2024	✓	1	100%
5	DTI	CEFERINO RODOLFO, DPA Undersecretary	2nd Alternate Chairman		P	signed BP	A	P	End of Designation Aug. 16, 2024	✓	2	100%
6	DTI	MA. CRISTINA A. ROQUE Secretary	Chairman	Appointed Aug. 2, 2024						✓	0	0%
7	DTI	BLESILA LANTAYONA Undersecretary	Alternate Chairman	Designated Oct. 4, 2024					P	✓	1	100%
8	NFA	RODERICO R. BIOCO Administrator	Ex-Officio							✓	0	0%
9	NFA	LARRY LACSON Administrator	Ex-Officio	Appointed April 16, 2024						✓	0	0%

10	NFA	MARIO G. ANDRADA, Ph. D. OIC-Deputy Administrator	Alternate Representative	P	signed BP	P	P	P	✓	4	200%
11	CITEM	DR. EDWARD L. FERREIRA, Ph. D. Executive Director	Appointive Member	P	Resigned March 20, 2024				✓	1	50%
12	CITEM	ROMLEAH JULIET P. OCAMPO Executive Director	Appointive Member	Appointed June 4, 2024			P	P	✓	2	100%

RISK AND AUDIT COMMITTEE			NATURE OF POSITIONS	January 10, 2024 Physical	April 2, 2024 Referendum	April 24, 2024 Physical	June 4, 2024 Hybrid	November 15, 2024 Hybrid	Notice of Meeting & Board Paper	Total of Meeting Attended	Percentage
Date when notice of the meeting and board papers were received *Following policy of at least 3 working days in advance before the Board Meeting				Notice of Meeting - 21 Nov. 2023 BPs - 05 Jan. 2024		Notice of Meeting -15 April 2024 BP - 17 April. 2024	Notice of Meeting -21 May 2024 BP- 22 May 2024	Notice of Meeting -05 Nov 2024 BP- 13 Nov 2024			
1	DTI	ALFREDO E. PASCUAL Secretary	Chairman		signed BP	P		End of Appointment Aug. 2, 2024	✓	1	100%
2	DTI	ANA CAROLINA P. SANCHEZ Undersecretary	Primary Chairman		signed BP		Appointed as PAC June 24, 2024	End of Designation Aug. 16, 2024	✓	0	0%
3	DTI	CEFERINO RODOLFO, DPA Undersecretary	2nd Alternate Chairman	P		A	P	End of Designation Aug. 16, 2024	✓	2	50%
4	DTI	MA. CRISTINA A. ROQUE Secretary	Chairman	Appointed Aug. 2, 2024					✓	0	0%
5	DTI	BLESILA LANTAYONA Undersecretary	Alternate Chairman	Designated Oct. 4, 2024				P	✓	1	100%
6	BSP	ELI REMOLONA, JR. Governor	Ex-Officio						✓	0	0%
7	BSP	BERNADETTE ROMULO-PUYAT Deputy Governor	Permanent Representative	A	signed BP			A	✓	0	0%
8	BSP	JAY EDWARD AMATONG Director	2nd Alternate Representative	P	signed BP	Attended by Atty. Lara	P	P	✓	3	75%
9	LBP	LYNETTE V. ORTIZ President & CEO	Ex-Officio						✓	0	0%
10	LBP	ELCID C. PANGILINAN Senior Vice President	Permanent Representative	P	signed BP	P	P	End of Designation Aug. 24, 2024	✓	3	75%
11	LBP	ESPERANZA MARTINEZ Senior Vice President	Alternate Representative	Designated Aug. 27, 2024				A	✓	0	0%
12	NFA	RODERICO R. BIOCO Administrator	Ex-Officio						✓	0	0%
13	NFA	LARRY LACSON Administrator	Ex-Officio			Appointed April 26, 2024			✓	0	0%
14	NFA	MARIO G. ANDRADA, Ph. D. OIC-Deputy Administrator	Alternate Representative	P	signed BP	P	P	P	✓	4	100%
15	CITEM	DR. EDWARD L. FERREIRA, Ph. D. Executive Director	Appointive Member	P	Resigned March 20, 2024				✓	1	25%
16	CITEM	ROMLEAH JULIET P. OCAMPO Executive Director	Appointive Member				Appointed June 4, 2024	P	✓	1	100%

CERTIFICATION

I hereby certify that the above attendance of the CITEM Board of Governors for Calendar 2024, are true and correct.

  
ATTY. ANNA GRACE I. MARPURI  
Corporate Board Secretary