

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 of Directors shall meet on at least 75% of their scheduled meetings
- 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

APPROVED BOARD MEETING SCHEDULE	ACTUAL BOARD MEETING SCHEDULE	REMARKS
January 17, 2020	January 17, 2020	The Board of Directors meet 87% of the Scheduled Meetings
January 17, 2020	Janaury 17, 2020	
March 20, 2020	March 20,2020	
May 25, 2020	May 27, 2020	
July 24, 2020	July 24, 2020	
August 21, 2020	August 28, 2020	
September 25, 2020	October 27, 2020	
November 27, 2020	Cancelled	
December 11, 2020	December 18, 2020	

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS

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

CITEM BOARD OF GOVERNOR'S MEETING 2020

ATTENDANCE

BOARD MEMBER		Nature of Position	17 January Without the CEO *	17 January Virtual Meeting	20 March Virtual Meeting	27 May Virtual Meeting	24 July Virtual Meeting	28 August Virtual Meeting	27 Oct. Virtual Meeting	18 Dec. Virtual Meeting	Notice of the Meeting & Board Paper	Total No. of Meetings Attended	Total Percentage of Attendance
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			06 January	06 January	11 March	20 May	24 June & 20 July	20 & 22 Aug.	16 October	08 December			
DTI	USEC. ABDULGANI M. MACATOMAN Alternate Chairman	Alternate Chair	✓	✓	✓	✓	✓	✓	✓	✓	✓	8/8	100%
BSP	MR. THOMAS BENJAMIN B. MARCELO Senior Director of the Int'l Operations Dept.	Ex-Officio	*Conflict of schedule	*Conflict of schedule	✓	✓	✓	✓	✓	✓	✓	6/6	100%
	ATTY. DENNIS A. GAMAYA Bank Officer V		✓	✓								2/2	100%
NFA	MS. MARIA MERCEDES G. YACAPIN Assistant Administrator for Marketing Operations	Ex-Officio	✓	✓	✓	Retired	Retired	Retired	Retired	Retired	✓	3/3	100%
	MS. ELSA ASUNCION LIM Executive Assistant V		✓	✓	✓	Retired	Retired	Retired	Retired	X	✓	4/5	80%
LBP	MS. JUDY O. KIS-ING Manager/Special Assistant to the CEO	Ex-Officio	*Conflict of schedule	*conflict of schedule	✓	✓	✓	✓	✓	✓	✓	6/8	75%
CITEM	MS. PAULINA SUACO-JUAN Executive Director	Appointive	*Appointive member is the CEO	✓	✓	✓	✓	✓	✓	✓	✓	7/7	100%

COMMITTEE MEETING

EXECUTIVE MEETING		Nature of Position	17 January Virtual Meeting	27 May Virtual Meeting	27 Oct. Virtual Meeting	18 Dec. Virtual Meeting	Notice of the Meeting & Board Paper	Total No. of Meetings Attended	Total Percentage of Attendance
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			06 January	20 May	16 October	08 December			
DTI	USEC. ABDULGANI M. MACATOMAN Alternate Chairman	Alternate Chair	✓	✓	✓	✓	✓	4/4	100%
LBP	MS. JUDY O. KIS-ING Manager/Special Assistant to the CEO	Ex-Officio	*conflict of schedule	✓	✓	✓	✓	4/4	75%
CITEM	MS. PAULINA SUACO-JUAN Executive Director	Appointive	✓	✓	✓	✓	✓	3/4	75%

GOVERNANCE AND NOMINATION AND REMUNERATION COMMITTEE		Nature of Position	17 January Without the CEO *	20 March Virtual Meeting	24 July Virtual Meeting	27 Oct. Virtual Meeting	18 Dec. Virtual Meeting	Notice of the Meeting & Board Paper	Total No. of Meetings Attended	Total Percentage of Attendance
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			06 January	11 March	24 June & 20 July	16 October	08 December			
DTI	USEC. ABDULGANI M. MACATOMAN Alternate Chairman	Alternate Chair	✓	✓	✓	✓	✓	✓	5/5	100%
NFA	MS. MARIA MERCEDES G. YACAPIN Assistant Administrator for Marketing Operations	Ex-Officio	✓	✓	✓	Retired	Retired	✓	3/3	100%
	MS. ELSA ASUNCION LIM Executive Assistant V		✓	✓	✓	Retired	Retired	✓	2/5	40%
CITEM	MS. PAULINA SUACO-JUAN Executive Director	Appointive	*Appointive member is the CEO	✓	✓	✓	✓	✓	5/5	100%

EXECUTIVE MEETING		Nature of Position	17 January Without the CEO *	20 March Virtual Meeting	24 July Virtual Meeting	28 August Virtual Meeting	27 Oct. Virtual Meeting	18 Dec. Virtual Meeting	Notice of the Meeting & Board Paper	Total No. of Meetings Attended	Total Percentage of Attendance
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			06 January	11 March	24 June & 20 July	20 & 22 Aug.	16 October	08 December			
DTI	USEC. ABDULGANI M. MACATOMAN Alternate Chairman	Alternate Chair	✓	✓	✓	✓	✓	✓	✓	5/6	83.33%
LBP	MS. JUDY O. KIS-ING Manager/Special Assistant to the CEO	Ex-Officio	*Conflict of schedule	✓	✓	✓	✓	✓	✓	5/6	83.33%
CITEM	MS. PAULINA SUACO-JUAN Executive Director	Appointive	*Appointive member is the CEO	✓	✓	✓	✓	✓	✓	6/6	100%

CERTIFICATION

I hereby certify that the above attendance of the CITEM Board of Governors' for Calendar 2020, are true and correct.


ATTY. ANNA GRACE I. MARPURI
 Corporate Board Secretary