

1 **MINUTES OF THE CITEM BOARD OF GOVERNORS' MEETING**
2 **1st REGULAR BOARD MEETING**
3 17 January 2020, 930AM-12Noon
4 GSP Pavilion, Sen. Gil Puyat Ave. cor Roxas Blvd. Pasay City

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6 **MEETING WITHOUT THE CEO**
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9 **IN ATTENDANCE:**
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11 **Alternate Chairman**

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13 Abdulgani M. Macatoman
14 Undersecretary for Trade Promotions Group (TPG)
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16 **Board Members**

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18 Ms. Maria Mercedes G. Yacapin
19 Acting Deputy Administrator
20 National Food Authority
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Ms. Paulina Suaco-Juan
CITEM

22 Atty. Dennis A. Gamaya
23 Bank Officer V
24 Bangko Sentral ng Pilipinas
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27 **CITEM Officials**

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29 Ms. Ma. Lourdes D. Mediran
30 Deputy Executive Director
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Atty. Anna Grace I. Marpuri
Corporate Board Secretary

32 Malerna C. Buyao
33 Division Chief, Controllership Division
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Wilma G. Dulay
Division Chief, Budget & Cash Division

35 Romina C. Magno
36 Division Chief, Corporate Planning Division
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Florence Pearl M. Buensalido
Division Chief, Human Resources Mgmt. Division
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39 **I. DETERMINATION OF EXISTENCE OF QUORUM**

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41 1. The Board Secretary determined the existence of a quorum.
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43 2. Notice of the Meeting and Board Paper material were sent to Board Members on 06 January 2020.
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45 **II. ASSESSMENT OF THE BOARD ON CITEM'S MANAGEMENT PERFORMANCE AND**
46 **GOVERNANCE FOR FY. 2019**
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- 48 1. The CITEM Management discussed the basis for this assessment:
49 a. As stated in Sec. 19, R.A. 10149, or Governance Principles of Governing Board in the GOCC
50 Sector; the Board is accountable to the State, while the CEO and the Management is
51 accountable to the Board
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53 b. GCG MEMORANDUM CIRCULAR 2012-07, Code of Corporate Governance. Although the
54 day-to-day management of the affairs of the GOCC may be with Management, the Board is,
55 however responsible for providing policy directions, monitoring, and overseeing Management
56 actions
57 c. GCG MEMORANDUM CIRCULAR 2015-07 Governance Scorecard (CGS) for GOCCs The
58 Board of Directors meet separately at least once during the year without the President/CEO /
59 Management present

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2. BSP Board Member commented the following:
 - a. The BSP commends CITEM on its conduct of export promotion services through capacitating the stakeholders for the export market.
 - b. BSP is commending CITEM's forward looking effort in strengthening its digital platforms and storefronts. Likewise, it was observed that CITEM is at par and consistently benchmarked its efforts with regional and international exhibition industry counterparts.
 - c. BSP further commends the performance of the Executive Director and the CITEM workforce as it recognized the SWOT in its operations.
 - d. Thus, with the kind of directions, leadership, and management, CITEM is in good hands, from the point of view of the BSP.
 2. While LandBank Board Member also commented the following:
 - a. Landbank agrees and joins the observation of the colleague from the BSP.
 - b. In addition, it commends the Leadership and management as CITEM continues to deliver, execute, and implement its mandate.
 - c. It is very evident that CITEM is very adoptive to the changing export market and has implemented best practices and international standards in the new export promotions scenario.
 - d. Given the commendation to CITEM, Landbank is hoping that the year 2020 is equally productive for CITEM.
 3. The Alternate Chairman also shared his assessment:
 - a. CITEM and the CITEM Team, have been a vital part to the DTI-Trade Promotions Group. It looks forward to the international standards the trade industry needs.
 - b. CITEM continues to be a game-mover for pushing the trade, exports, and creative industry.
 - c. CITEM is commended for delivering successful grades, tangible and substantial outputs that are implement in the 2019 projects.
 4. On behalf of the CITEM Management, Executive Director gave appreciation to the CITEM Board of Governors on giving full support to CITEM, particularly the international projects executed in 2019.
 - a. Executive Director Pauline welcomes the Board of Governors' positive comments and giving commendable performance to CITEM.
 - b. CITEM also gave appreciation to the Board for its vision and support to pivot to CITEM's digital promotions as it has great potential and future.
 5. Having no further comments -

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RESOLVED, CITEM Management is given commendation and appreciation in delivering successful grades, tangible, and substantial outputs, and implementing 2019 approved projects that are of international standards.

(Res. No. BM 2020-01-01)

119 **III. ADJOURNMENT**

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17 Jan 2020, Pasay City, Philippines

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Prepared by:

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ATTY. ANNA GRACE I. MARPURI
Corporate Secretary

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