

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 <i>(as approved by the Board)</i>	ACTUAL BOARD MEETING SCHEDULE	REMARKS
1st Quarter		convened five actual board meetings for CY2022.
2nd Quarter	April 26, 2022	
	April 26, 2022 w/o the CEO	
3rd Quarter	July 19, 2022	
4th Quarter	November 08, 2022	
	November 29, 2022,s	

2022 LEGAL CALENDAR

QUARTERLY BOARD MEETING



QUARTER

- January
- February
- March



QUARTER

- April
- May
- June



QUARTER

- July
- August
- September



QUARTER

- October
- November
- December

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd., Sen. Gil Puyat Ave, Pasay City

CITEM BOARD OF GOVERNOR'S MEETING 2022
ATTENDANCE

BOARD MEMBERS		Nature of Positions	April 2022 w/o CEO	April 2022 Virtual Meeting	July 2022 F2F Meeting	November 2022 Virtual Meeting	November 2022 Special Virtual Meeting	Notice of Meeting & Board Papers	Total of Meeting Attended	Total Percentage of Attendance	
<i>Date when notice of the meeting and board papers were received</i> <i>*Following policy of at least 3 working days in advance before the Board Meeting</i>			April 11, 2022		July 08, 2022	Nov. 04, 2022	Nov. 24, 2022				
DTI	USEC. ABDULGANI M. MACATOMAN Alternate Chairman	Alternate Chairman	<i>*appointed as Head of CFO</i>								
	ASEC. ROSARIO VIRGINIA G. GAETOS Alternate Chairman		✓					✓	1/1	100%	
	ASEC. GLENN G. PENARANDA Alternate Chairman			✓	✓	✓	✓	✓	4/4	100%	
BSP	THOMAS BENJAMIN C. MARCELO Senior Director	Ex-Officio	✓					✓	1/1	100%	
	BERNADETTE ROMULO - PUYAT Deputy Governor			✓	✓	✓	✓	✓	4/4	100%	
NFA	ELSA ASUNCION LIM Department Manager	Ex-Officio	✓	✓	✓	✓	X	✓	4/4	100%	
LBP	ELCID C. PANGILINAN Senior Vice President	Ex-Officio	✓	✓		✓	✓	✓	5/4	125%	
CITEM	PAULINA SUACO-JUAN Executive Director	Appointive	X	✓	✓	<i>*resigned July 31, 2022</i>		✓	2/2	100%	
	DR. EDWARD L. FERREIRA Ph. D Executive Director	Appointive					✓	✓	1/1	100%	

COMMITTEE MEETING

EXECUTIVE COMMITTEE		Nature of Positions	April 2022 Virtual Meeting	July 2022 F2F Meeting	November 2022 Virtual Meeting	November 2022 Special Virtual Meeting	Notice of Meeting & Board Papers	Total of Meeting Attended	Total Percentage of Attendance		
<i>Date when notice of the meeting and board papers were received</i> <i>*Following policy of at least 3 working days in advance before the Board Meeting</i>			April 11, 2022		July 08, 2022	Nov. 04, 2022	Nov. 24, 2022				
DTI	USEC. ABDULGANI M. MACATOMAN Alternate Chairman	Alternate Chairman	<i>*appointed as Head of CFO</i>								
	ASEC. ROSARIO VIRGINIA G. GAETOS Alternate Chairman		✓					✓	1/1	100%	
	ASEC. GLENN G. PENARANDA Alternate Chairman			✓	✓	✓	✓	✓	3/3	100%	
LBP	ELCID C. PANGILINAN Senior Vice President	Ex-Officio	✓	✓	✓	✓	✓	4/3	133%		
CITEM	PAULINA SUACO-JUAN Executive Director	Appointive is the CEO	✓	✓	<i>*resigned July 31, 2022</i>		✓	2/2	100%		
	DR. EDWARD L. FERREIRA Ph. D Executive Director	Appointive is the CEO				✓	✓	1/1	100%		

GOVERNANCE AND NOMINATION AND REMUNERATION COMMITTEE		Nature of Positions	April 2022 Virtual Meeting	July 2022 F2F Meeting	November 2022 Virtual Meeting	November 2022 Special Virtual Meeting	Notice of Meeting & Board Papers	Total of Meeting Attended	Total Percentage of Attendance		
<i>Date when notice of the meeting and board papers were received</i> <i>*Following policy of at least 3 working days in advance before the Board Meeting</i>			April 11, 2022		July 08, 2022	Nov. 04, 2022	Nov. 24, 2022				
DTI	USEC. ABDULGANI M. MACATOMAN Alternate Chairman	Alternate Chairman	<i>*appointment as Head of CFO</i>								
	ASEC. ROSARIO VIRGINIA G. GAETOS Alternate Chairman		✓					✓	1/1	100%	
	ASEC. GLENN G. PENARANDA Alternate Chairman			✓	✓	✓	✓	✓	3/2	150%	
NFA	ELSA ASUNCION LIM Department Manager	Ex-Officio	✓	✓	✓	✓	✓	3/2	150%		
CITEM	PAULINA SUACO-JUAN Executive Director	Appointive	✓	✓	<i>*resigned July 31, 2022</i>		✓	2/2	100%		
	DR. EDWARD L. FERREIRA Ph. D Executive Director	Appointive				✓	✓	1/1	100%		

RISK AND AUDIT COMMITTEE		Nature of Positions	April 2022 Virtual Meeting	July 2022 F2F Meeting	November 2022 Virtual Meeting	November 2022 Special Virtual Meeting	Notice of Meeting & Board Papers	Total of Meeting Attended	Total Percentage of Attendance		
<i>Date when notice of the meeting and board papers were received</i> <i>*Following policy of at least 3 working days in advance before the Board Meeting</i>			April 11, 2022		July 08, 2022	Nov. 04, 2022	Nov. 24, 2022				
DTI	USEC. ABDULGANI M. MACATOMAN Alternate Chairman	Alternate Chairman	<i>*appointed as Head of CFO</i>								
	ASEC. ROSARIO VIRGINIA G. GAETOS Alternate Chairman		✓					✓	1/1	100%	
	ASEC. GLENN G. PENARANDA Alternate Chairman			✓	✓	✓	✓	✓	3/3	100%	
BSP	THOMAS BENJAMIN C. MARCELO Senior Director	Ex-Officio	✓					✓	1/1	100%	
	BERNADETTE ROMULO - PUYAT Deputy Governor			✓	✓	✓	✓	✓	4/4	100%	
NFA	ELSA ASUNCION LIM Department Manager	Ex-Officio	✓	✓	✓	✓	✓	4/4	100%		
LBP	ELCID C. PANGILINAN Senior Vice President	Ex-Officio	✓	✓	✓	✓	✓	4/4	100%		
CITEM	PAULINA SUACO-JUAN Executive Director	Appointive	✓	✓	<i>*resigned July 31, 2022</i>		✓	2/2	100%		
	DR. EDWARD L. FERREIRA Ph. D Executive Director	Appointive				✓	✓	1/1	100%		

CERTIFICATION

I hereby certify that the above attendance of the CITEM Board of Governors for Calendar 2022, are true and correct.

ATTY. ANN MARCELO I. MARPURI
Corporate Board Secretary