

**CITEM BOARD COMMITTEES' ACCOMPLISHMENT REPORT
SUMMARY OF BOARD COMMITTEE MEETINGS
FOR THE YEAR 2023**

BOARD COMPOSITION:

Executive Committee

Asec. Glenn G. Penaranda
Alternate Chairman
DTI - Alternate

Dr. Edward L. Ferreira
Executive Director
CITEM

Mr. Elcid C. Pangilinan
Senior Vice President
LBP – Alternate

Audit and Risk Management Committee

Asec. Glenn G. Penaranda
Alternate Chairman
DTI-Alternate

Dr. Edward L. Ferreira
Executive Director
CITEM

Ms. Elsa Asuncion Lim
Executive Assistant V
NFA - Alternate

Governance and Nomination and Remuneration Committee

Asec. Glenn G. Penaranda
Alternate Chairman
DTI-Alternate

Dr. Edward L. Ferreira
Executive Director

Ms. Bernadette Romulo-Puyat
Deputy Governor
BSP - Alternate

Mr. Jay Edward Amatong
Director
BSP – 2nd Alternate

Ms. Elsa Asuncion Lim
Executive Assistant V
NFA - Alternate

I. SUMMARY OF EXECUTIVE COMMITTEE MEETINGS

a. The CITEM Executive Committee held Four (4) meetings in 2023 on the following dates:

- i. 17 January 2023
- ii. 03 March 2023 cum Tanyag Event
- iii. 27 April 2023
- iv. 19 May 2023

b. Provided in the table below is the reports of the Executive Committee.

DATE	AGENDA	REMARKS
17 January 2023	GCG REQUIREMENTS: 1. 2023 CITEM Performance Evaluation Scorecard	APPROVED

	2. Adjustment on the approved CITEM Competency Assessment Mechanics 3. Revised Whistle Blowing Policy	
	Ratification of Contracts (01 November – 31 December 2022)	APPROVED
	CITEM Strategic Plans and Action Programs for 2023	NOTED
	New CITEM Logo	For information of the Board
	CITEM's Evening with International Trade Partners Event	ED Fereira invited the Board of Directors
03 March 2023	TANYAG – AN EVENING WITH INTERNATIONAL TRADE PARTNERS	Attended by the CITEM Board of Directors
	Proposed 2024 COB and work Program	APPROVED
	Revised 2023 Work Program	APPROVED <small>*To include and implement the ff: 1. CREATEPHilippines from digital event to digital campaign 2. Mission&Objet in Paris in Sept. 2023 3. Anuga in Cologne, Germany in Oct. 2023</small>
	Ratification of Contracts for the period 01 July – 31 October 2022	RATIFIED
	Executive Matters: 1. Philippines' Hosting of the 36 th ASIAN TRADE PROMOTIONN FORUM CEO MEETING 2. MMDA request to dismantle 5 mtr steel fence along Roxas Blvd. for access to motor pool. DPWH report and recommendation for CITEM to undertake retrofitting of GSP structure	APPROVED
	1 st Quarter Projects Accomplishment Report: a. AMBIENTE 2023 b. GULFOOD 2023 c. TANYAG – AN EVENING WITH INTERNATIONAL TRADE PARTNERS d. CAEXPO SENIOR OFFICIAL MEETING	NOTED
	Recalibrated Subsidy Graduation Policy (GSP)	APPROVED <i>For 1 year subject to refinement</i>
	Other Matters: 1. Invitation to Manila FAME 2023 on 19 – 21 October 2023 2. Invitation to IFEX 2023 on 26 – 28 May 2023	NOTED
19 May 2023		

II. SUMMARY OF GOVERNANCE AND NOMINATION AND REMUNERATION COMMITTEE MEETINGS

- a. The CITEM Governance and Nomination and Remuneration Committee held Four (4) meetings in 2023 on the following dates:
- i. 17 January 2023
 - ii. 03 March 2023 cum Tanyag Event
 - iii. 27 April 2023
 - iv. 19 May 2023
- b. Provided in the table below is the reports of the Governance and Nomination and Remuneration Committee.

DATE	AGENDA	REMARKS
17 January 2023	GCG Requirements:	APPROVED

	1. 2023 CITEM Performance Evaluation Scorecard 2. Adjustment on the approved CITEM Competency Assessment Mechanics Revised Whistle Blowing Policy	
	Ratification of Contracts (01 November – 31 December 2022)	RATIFIED
	CITEM Strategic Plans and Action Programs for 2023	NOTED
03 March 2023	TANYAG – AN EVENING WITH INTERNATIONAL TRADE PARTNERS	Attended by the CITEM Board of Directors
27 April 2023	Proposed 2024 COB and Work Program	APPROVED
	Revised 2023 Work Program	APPROVED
	Ratification of Contracts for the Period 01 July – 31 October 2022	RATIFIED
19 May 2023	Recalibrated Subsidy Graduation Policy (SGP)	APPROVED <i>for 1 year subject to refinement</i>

III. SUMMARY OF RISK AND AUDIT MANAGEMENT COMMITTEE MEETINGS

- a. The CITEM Risk and Audit Management Committee held Four (4) meetings in 2023 on the following dates:
- i. 17 January 2023
 - ii. 03 March 2023 cum Tanyag Event
 - iii. 27 April 2023
 - iv. 19 May 2023
- b. Provided in the table below is the reports of the Risk and Audit Management Committee.

DATE	AGENDA	REMARKS
17 January 2023	GCG Requirements: 1. 2023 CITEM Performance Evaluation Scorecard 2. Adjustment on the approved CITEM Competency Assessment Mechanics 3. Revised Whistle Blowing Policy	APPROVED
	Ratification of Contracts (01 November – 31 December 2022)	APPROVED
03 March 2023	TANYAG – AN EVENING WITH INTERNATIONAL TRADE PARTNERS	Attended by the CITEM Board of Directors
27 April 2023	Proposed 2024 COB and work Program	APPROVED
	Revised 2023 Work Program	APPROVED
	Ratification of Contracts for the period 01 July – 31 October 2022)	RATIFIED
19 May 2023	1 st Quarter Projects Accomplishment Report: e. AMBIENTE 2023 f. GULFOOD 2023 g. TANYAG – AN EVENING WITH INTERNATIONAL TRADE PARTNERS CAEXPO SENIOR OFFICIAL MEETING	NOTED
	Recalibrated Subsidy Graduation Policy (SGP)	APPROVED <i>for 1 year subject to refinement</i>

Prepared by:

SGD

ATTY. ANNA GRACE I. MARPURI
Corporate Secretary