

GOVERNMENT CORPORATION INFORMATION SHEET (GCIS)

FOR THE YEAR 2017

GENERAL INSTRUCTIONS:

1. FOR GOVERNMENT CORPORATION: THIS GCIS SHOULD BE SUBMITTED WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF RELEASE OF MEMORANDUM CIRCULAR NO. 3 AND SUBSEQUENTLY THEREAFTER, 30 DAYS FROM THE DATE OF THE STOCKHOLDERS' MEETING. **DO NOT LEAVE ANY ITEM BLANK.** WRITE "N.A." IF THE INFORMATION REQUIRED IS NOT APPLICABLE TO THE GOVERNMENT CORPORATION OR "NONE" IF THE INFORMATION IS NON-EXISTENT.
2. IF NO MEETING IS HELD, THE CORPORATION SHALL SUBMIT THE GCIS TOGETHER WITH AN AFFIDAVIT OF NON-HOLDING OF MEETING WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THE SCHEDULED ANNUAL MEETING (AS PROVIDED IN THE BY-LAWS). HOWEVER, SHOULD AN ANNUAL STOCKHOLDERS' MEETING BE HELD THEREAFTER, A NEW GCIS SHALL BE SUBMITTED/FILED.
3. THIS GCIS SHALL BE ACCOMPLISHED IN ENGLISH AND CERTIFIED AND SWORN TO BY THE CORPORATE SECRETARY OF THE GOVERNMENT CORPORATION.
4. THE GCG SHOULD BE TIMELY APPRISED OF RELEVANT CHANGES IN THE SUBMITTED INFORMATION AS THEY ARISE. FOR CHANGES RESULTING FROM ACTIONS THAT AROSE BETWEEN THE ANNUAL MEETINGS, THE GOVERNMENT CORPORATION SHALL SUBMIT ONLY THE AFFECTED PAGE OF THE GCIS THAT RELATES TO THE NEW INFORMATION TOGETHER WITH A COVER LETTER SIGNED BY THE CORPORATE SECRETARY OF THE GOVERNMENT CORPORATION. THE PAGE OF THE GCIS AND COVER LETTER SHALL BE SUBMITTED WITHIN SEVEN (7) DAYS AFTER SUCH CHANGE OCCURRED OR BECAME EFFECTIVE.
5. SUBMIT A SOFT COPY IN **EXCEL FORMAT** SAVED IN A NON-REWRITABLE CD THE GCIS TO THE GCG SECRETARIAT, ROOM 479 MABINI HALL, MALACANANG COMPOUND.
6. **ONLY THE GCIS ACCOMPLISHED IN ACCORDANCE WITH THESE INSTRUCTIONS SHALL BE CONSIDERED AS HAVING BEEN FILED.**
7. THIS GCIS MAY BE USED AS EVIDENCE AGAINST THE GOVERNMENT CORPORATION AND ITS RESPONSIBLE DIRECTORS/OFFICERS FOR ANY VIOLATION OF EXISTING LAWS, RULES AND REGULATIONS

===== PLEASE PRINT LEGIBLY =====

GOVERNMENT CORPORATION NAME: <p align="center">PHILIPPINE COCONUT AUTHORITY</p>	DATE CREATED: <p align="center">30-Jun-73</p>
SECONDARY NAME, IF ANY. <p align="center">N. A.</p>	FISCAL YEAR END: <p align="center">December 31</p>
CHARTER, IF ANY. <p align="center">PD No. 232 as amended by PD No. 1468</p>	
DATE OF ANNUAL MEETING PER BY-LAWS: <p align="center">N. A.</p>	CORPORATE TAX IDENTIFICATION NO. (TIN) <p align="center">000-724-616-000</p>
ACTUAL DATE OF ANNUAL MEETING: <p align="center">N. A.</p>	URL ADDRESS:
COMPLETE PRINCIPAL OFFICE ADDRESS: <p align="center">R&D BUILDING, ELLIPTICAL ROAD, DILIMAN, QUEZON CITY 1101</p>	E-MAIL ADDRESS: <p align="center">pcacorpsec8@yahoo.com.ph</p>
COMPLETE BUSINESS ADDRESS: <p align="center">R&D BUILDING, ELLIPTICAL ROAD, DILIMAN, QUEZON CITY 1101</p>	FAX NUMBER: <p align="center">NONE</p>
NAME OF EXTERNAL AUDITOR & ITS SIGNING PARTNER: <p align="center">ANNIE L. RECABO State Auditor IV, OIC Supervising Auditor, COA</p>	ATTACHED AGENCY (if applicable): TELEPHONE NUMBER(S): <p align="center">(02) 928-4501</p>
PRIMARY PURPOSE/ACTIVITY/INDUSTRY PRESENTLY ENGAGED IN: 	GEOGRAPHICAL CODE:

===== INTERCOMPANY AFFILIATIONS =====

PARENT COMPANY	ADDRESS
SUBSIDIARY/AFFILIATE	ADDRESS
	N.A.

NOTE: USE ADDITIONAL SHEET IF NECESSARY

GOVERNMENT CORPORATION INFORMATION SHEET

PLEASE PRINT LEGIBLY

GOVERNMENT CORPORATION NAME: PHILIPPINE COCONUT AUTHORITY		
	FUNCTION:	COMPOSITION:
A. EXECUTIVE COMMITTEE <i>(BD. RES. NO. 054-2017)</i>	<ul style="list-style-type: none"> ▪ In accordance with the authority granted by the Board or during the absence of the Board, the Committee shall act by a vote of at least two-thirds of its members on stipulated matters within the competence of the Board as may from time to time be delegated to the Committee except of some other functions specified in the Manual of Corporate Governance. 	Chairperson: LEONCIO B. EVASCO, JR. Members: ROMULO J. DE LA ROSA ABUNDIO EDICIO G. DELA TORRE ALAN P. TANJUAKIO
B. GOVERNANCE COMMITTEE <i>(BD. RES. NO. 054-2017)</i>	<ul style="list-style-type: none"> ▪ Oversee the periodic performance evaluation of the Board and its Committees and that of Management, and conduct an annual self-evaluation of performance. ▪ Decide whether or not a Director is able to and has been adequately carrying out his/her duties as Director bearing in mind the director's contribution and performance. ▪ Recommend to the Board regarding the continuing education of Directors, assignment to Board Committees, succession plan for the Executive Officers, and the remuneration commensurate with corporate and individual performance. ▪ Recommend the manner by which the Board's performance may be evaluated and propose an objective performance criteria approved by the Board. 	Chairperson: LEONCIO B. EVASCO, JR. Members: ROMULO J. DE LA ROSA ABUNDIO EDICIO G. DELA TORRE
C. AUDIT COMMITTEE <i>(BD. RES. NO. 103-2017)</i>	<ul style="list-style-type: none"> ▪ Oversee, monitor and evaluate the adequacy and effectiveness of the Authority's internal control system; engage and provide oversight of PCA's internal and external auditors; and coordinate with the Commission on Audit (COA). ▪ Receive and review reports of internal and external auditors and regulatory agencies, and ensure that Management is taking appropriate corrective actions in a timely manner in addressing control and compliance functions with regulatory agencies. ▪ Develop a transparent financial management system that will ensure the integrity of internal control activities throughout the PCA through a Handbook on Procedures and Policies which will be used by the entire Authority. 	Chairperson: CONRADO S. CAPA Vice-Chairperson: ABUNDIO EDICIO G. DELA TORRE Member: ALAN P. TANJUAKIO
D. NOMINATION & REMUNATION COMMITTEE <i>(BD. RES. NO. 054-2017)</i>	<ul style="list-style-type: none"> ▪ Install and maintain a process to ensure that Officers to be nominated or appointed shall have the qualifications and none of the disqualifications mandated under the law, rules and regulations. ▪ Review and evaluate the qualifications of all persons nominated to positions which require appointment by the Board. ▪ Recommend to the GCG nominees for the shortlist in line with the Governing Board's composition succession plan. ▪ Develop recommendations to the GCG for updating of CPCS in accordance with pertinent laws, rules and regulations. 	Chairperson: ABUNDIO EDICIO G. DELA TORRE Vice-Chairperson: ROQUE G. QUIMPAN Member: ALAN P. TANJUAKIO
E. BOARD COMMITTEE FOR COCONUT ENTERPRISE DEVELOPMENT (CocoED) <i>(BD. RES. NO. 054-2017)</i>	<ul style="list-style-type: none"> ▪ Formulate/review policies to be submitted to the Board for adoption of Governing Board for policy matters. ▪ Oversight Function: Regularly reporting to the Board. ▪ Review, assess and endorsement of proposals for coco-hub prior to the approval of the Governing Board. ▪ Final review of Manual of Operations. 	Chairperson: ALAN P. TANJUAKIO Vice-Chairperson: ABUNDIO EDICIO G. DELA TORRE Member: ROMULO J. DE LA ROSA
F. BOARD RISK MANAGEMENT COMMITTEE <i>(BD. RES. NO. 054-2017)</i>	<ul style="list-style-type: none"> ▪ Performing oversight risk management functions specifically in the areas of managing credit, market, liquidity, operational, legal, reputational, natural calamity related activities and other risks of the Authority, and crisis management, which shall include receiving from Senior Management periodic information on risk exposures and risk management activities; ▪ Developing the Risk Management Policy of the Authority, ensuring compliance with the same and ensure that the risk management process and compliance are embedded throughout the operations of the Authority, especially at the Board and Management level; and ▪ Providing quarterly reporting and updating the Board on key risk management issues as well as ad hoc reporting and evaluation on investment proposals. 	Chairperson: CONRADO S. CAPA Vice-Chairperson: ROQUE G. QUIMPAN Member: ALAN P. TANJUAKIO
G. SPECIAL COMMITTEE ON COCONUT SCALE INSECT (CSI) <i>(BD. RES. NO. 054-2017)</i>	<ul style="list-style-type: none"> ▪ To provide the Cabinet an update on the progress and costs of the Coconut Scale Insect Emergency Action Plan (CSIEAP); and ▪ To develop a Give-Back-Better mechanism for areas affected by the infestation. 	Chairperson: ROQUE G. QUIMPAN Vice-Chairperson: CONRADO S. CAPA Member: ALAN P. TANJUAKIO

NOTE: USE ADDITIONAL SHEET IF NECESSARY
 GCIS (v.2012)

I, ATTY. ANDREW IAN P. EDRADA, Board Secretary V OF THE ABOVE-MENTIONED
(NAME) (POSITION)

GOVERNMENT CORPORATION DECLARE UNDER THE PENALTY OF PERJURY, THAT ALL MATTERS SET FORTH IN THIS GOVERNMENT CORPORATION INFORMATION SHEET WHICH CONSISTS OF (15) PAGES HAVE BEEN MADE IN GOOD FAITH, DULY VERIFIED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, ARE TRUE AND CORRECT.

I UNDERSTAND THAT THE FAILURE OF THE CORPORATION TO FILE THIS GIS FOR FIVE (5) CONSECUTIVE YEARS SHALL BE CONSTRUED AS NON-OPERATION OF THE CORPORATION AND A GROUND FOR THE REVOCATION OF THE CORPORATIONS CERTIFICATE OF INCORPORATION. IN THIS EVENTUALITY, THE CORPORATION HEREBY WAIVES ITS RIGHT TO A HEARING FOR THE SAID REVOCATION.

DONE THIS 18th DAY OF December, 2017 in Quezon City.



(SIGNATURE)

SUBSCRIBED AND SWORN TO BEFORE ME IN _____ CITY/PROVINCE, PHILIPPINES ON _____,

AFFIANT PERSONALLY APPEARED BEFORE ME AND EXHIBITED TO ME HIS/HER COMMUNITY

TAX CERTIFICATE NO. _____ ISSUED AT _____ ON _____, 200_____.

NOTARY PUBLIC FOR _____ CITY/PROVINCE

DOC. NO. _____ :
PAGE NO. _____ :
BOOK NO. _____ :
SERIES OF 2017 :

Notarial Commission No. _____
Commission expires on December 31, _____
Roll of Attorney Number _____
PTR No. _____
IBP No. _____
Office Address: _____