



## Board Committees

### Activities from January 1 – December 31, 2022

COMMITTEE/ DATE OF MEETING	ACTIONS TAKEN
<b>Corporate Governance Committee</b>	
22 February 2022	<p>Discussed and endorsed to the BOD the following:</p> <ol style="list-style-type: none"> <li>1. Overall Result of the CY 2021 Board-Level Committee Assessment</li> <li>2. Guidelines on the Grant of Honoraria to Members of Bids and Awards Committee (BAC) and Technical Working Group (TWG)</li> <li>3. Guidelines on the Use of Leave Credit for Absences Due to Quarantine and/or Treatment of Covid-19</li> <li>4. Proposed Revision in the Personnel Recruitment Section of the Administrative Manual</li> <li>5. Guidelines on the Invitation to Observers in all Stages of the Procurement Activities</li> </ol> <p>Noted the discussion on the following:</p> <ol style="list-style-type: none"> <li>1. LLFC to Confer with LBP HOBAC on its Guidelines on the Invitation to Observers to the Procurement Process</li> <li>2. Report of the Investigating Committee</li> </ol>
12 May 2022	<p>Discussed and endorsed to the BOD the following:</p> <ol style="list-style-type: none"> <li>1. Hiring of Account Officer (Assistant Manager Level)</li> <li>2. Year 2020 Performance-Based Bonus (PBB)</li> <li>3. Adoption of the CPCS Salary Structure in Accordance with E.O. No. 150, series of 2021</li> <li>4. Proposed Various Office Circulars for the Grant of Allowances, Benefits, and Incentives Allowed Under Compensation and Position Classification System (CPCS)</li> </ol> <p>Noted the discussion on the following:</p> <ol style="list-style-type: none"> <li>1. Year 2021 Board Self-Assessment</li> </ol>
13 June 2022	<p>Discussed and endorsed to the BOD the following:</p> <ol style="list-style-type: none"> <li>1. Revised Corporate Governance Manual</li> <li>2. Revised Corporate Governance Committee Charter</li> <li>3. Proposed Various Office Circulars on the Grant of Step Increment, Benefits, and Incentive Allowed Under the Compensation and Position Classification System (CPCS)</li> </ol>
16 August 2022	<p>Discussed and endorsed to the BOD the following:</p> <ol style="list-style-type: none"> <li>1. Proposed Office Circulars for the Implementation of LLFC Programs on Awards and Incentives for Service Excellence (LLFC PRAISE) as allowed under</li> </ol>



***LBP LEASING AND FINANCE CORPORATION***  
**(A LANDBANK Subsidiary)**

COMMITTEE/ DATE OF MEETING	ACTIONS TAKEN
<b>Corporate Governance Committee</b>	
	<p>the Compensation and Position Classification System (CPCS)</p> <p>2. Revised 2020 Performance-Based Bonus (PBB) Forms</p> <p>Discussed and approved the following:</p> <p>1. Revised Succession Plan</p>
11 November 2022	<p>Discussed and endorsed to the BOD the following:</p> <p>1. Revised Guidelines on Anti-Sexual Harassment</p> <p>2. Revised Human Resource Policies and Procedures Manual</p> <p>3. Revised Administrative Policies and Procedures Manual</p> <p>Confirmed the discussion on the following:</p> <p>1. Corporate Governance Manual and Charter</p> <p>2. 2020 Performance-Based Incentive</p>