

## **Schedule of Board Meetings**

PCIC's Regular Board of Directors meeting is set every last week of the month. This was agreed upon by the Board at the start of the calendar year. Board meeting materials are sent to the BOD Members at least three working (3) days prior to the scheduled Board meeting. This is a board protocol so that the BOD members will be able to review the agenda and the proposals beforehand.

For CY 2014, the BOD was able to meet on 11 out of the 12 (91.67%) scheduled regular meetings for the year and all Appointive Directors were able to attend at least 90% of these board meetings.

## **Corporate Secretary**

PCIC's Corporate Secretary is Atty. Roland A. Tulay. He graduated from the UP College of Law and was admitted to the Philippine Bar on May 25, 2001. He is also the Attorney V of the Department of Agriculture's Litigation and Adjudication Division.

## **Orientation Programs for New Directors**

PCIC, through the Corporate Secretary and the Compliance Officers, conducts orientation programs especially for new Directors. The orientation serves as an introductory course to the mandate and line of work of PCIC. Also discussed is the general conduct of regular and special Board meetings and Committee meetings.

## **Policy on On-going or Continuous Professional Education Programs for Directors**

Part 3.1 of PCIC's Manual on Corporate Governance mandates the Governance Committee to encourage Directors to attend on-going or continuous professional education programs. Attendance of the Directors to orientations, seminars, workshops, other educational programs recommended by PCIC and/or the Governance Committee is considered part of their service to the Corporation.