

**Republic of the Philippines
Office of the President**

JHMC

JOHN HAY MANAGEMENT CORPORATION
a member of **The BCDA Group**

**NOMINATIONS, REMUNERATIONS
AND ORGANIZATIONAL
DEVELOPMENT COMMITTEE**

**REPORT
CY 2016**

I. JHMC Board Nominations, Remunerations and Organizational Development Committee

The Nominations, Remunerations and Organizational Development Committee has five members, to wit:

Chairperson: Jamie Eloise M. Agbayani, M.D.

Members: Atty. Reynaldo U. Agranzamendez
Ms. Catherine Mary R. Biazon
Ms. Gloria F. Peralta
Mr. Antonio H. Tengco

On January 11, 2016, Dir. Antonio H. Tengco tendered his resignation as a Member of the Committee, which was accepted by the JHMC Board on the same day.

On December 12, 2016, Dir. Agranzamendez was replaced by Dir. Abraham B. Bagasin.

II. Committee Members' Responsibilities:

The Committee shall consist of at least three (3) members of the Board. It shall be responsible for the following:

1. Establishing formal and transparent procedures for the development of policies on remuneration or determination of remuneration levels for individual directors and officers depending on the particular needs of the corporation.
2. Periodically reviewing and evaluating the table of organization and ensure that it is aligned with the mission and vision of the corporation.
3. Evaluating on a regular basis the needs for organizational growth and ensure that compensation packages are equitable and competitive to corporations in the same industry.
4. Installing and maintaining a process to ensure that Officers to be nominated or appointed shall have the qualifications and none of the disqualifications mandated under the laws, rules and regulations;
5. Reviewing and evaluating the qualifications of all persons nominated to positions in the GOCC which require appointment by the Board;
6. Recommending to the GCG nominees for the shortlist in line with the GOCCs and its subsidiaries' Board composition and succession plan; and
7. Developing recommendations to the GGG for updating the CPCS and ensuring that the same continues to be consistent with the GOCCs culture,

strategy, control environment, as well as the pertinent laws, rules and regulations.

III. Accomplishments for the year 2016:

1. Review and Approval of the Compensation and Position Classification System for JHMC pursuant to Executive Order No. 203, s. 2016.
2. Review and approval of the Job Levelling of JHMC positions as validated by the Governance Commission for Government-Owned or –Controlled Corporations.
3. Review and approval of the Grant of Maternity Benefit to JHMC employees.
4. Review and approval of the Grant of Retirement Benefits to Former JHMC Employees.
5. Review and approval of the JHMC Policy on the Hiring of Fixed-Term or Project-Based Personnel.
6. Review and approval of the JHMC Policy on Travel.
7. Review and approval of the JHMC Policy on Breastfeeding Promotion.
8. Review and approval of the JHMC Policy on the Use of JHMC Vehicles.
9. Review and approval of the Terms of Reference for the Procurement of a Consultant for the Development of Competency Model for JHMC.
10. Review and approval of the revised JHMC Levels of Signing Authority.
11. Review and approval of the JHMC Operations Manual of the Community Relations Office.
12. Review and approval of the JHMC Operations Manual of the Corporate Planning Office.
13. Review and approval of the JHMC Operations Manual of the Safety and Security Department.
14. Review and approval of the JHMC Operations Manual of the Land and Asset Management Division.
15. Review and approval of the JHMC Operations Manual of the Business Development Department.
16. Review and approval of the Updated Citizen’s Charter of JHMC.
17. Review and approval of the JHMC Quasi-Reorganization.

18. Review and approval of the Manual on Solid Waste Management and Manual on the Hazardous Waste Management.
19. Approval of the JHMC DOLF Guidelines as Approved by the GCG.
20. Approval of payment of penalties, under protest, to Social Security System pending the reconciliation of records.
21. Approval of the request for Supplemental Budget for the 2016 Year-End Benefit JHMC officers and employees.
22. Review of the JHMC DOLF Guidelines as Approved by the GCG and its Application to the Coercion and Contempt of Court Cases.
23. Review of the request for authority to hire new and renew existing contracts of Project-Based or Fixed-Term Employees after June 30, 2016.
24. Review of the Initial Report of the Security Investigation Committee.
25. Review of JHMC Cases.
26. Review of the Sustainable Forest Management Plan for JHMC.
27. Review of the Proposed Letter of Agreement between JHMC and the Intercontinental Hotels Group.
28. Review of the *NCIP Resolution No. 07-11-2016, s. 2016: Lifting the Moratorium on the Acceptance, Processing and Deliberation of Applications for the Issuance of CALTs.*

IV. Meetings for the year 2016:

A total of 16 meetings were conducted by the Nominations and Remunerations and Organizational Development Committee in 2016.

No.	Date of Meetings
1.	January 11, 2016 (joint meeting with Risk Management Committee)
2.	February 09, 2016
3.	February 15, 2016
4.	March 07, 2016
5.	April 19, 2016
6.	May 16, 2016
7.	June 13, 2016
8.	June 27, 2016
9.	July 18, 2016
10.	July 25, 2016

No.	Date of Meetings
11.	August 31, 2016 (joint meeting with Finance Committee)
12.	September 12, 2016
13.	October 14, 2016
14.	October 24, 2016
15.	November 07, 2016 (joint meeting with Governance Committee)
16.	November 23, 2016 (joint meeting with Governance Committee; Finance Committee; Risk Management Committee; and Special Committee on CJHDevCo Concerns and 19 Conditionalities)