

SECRETARY'S CERTIFICATE

REPUBLIC OF THE PHILIPPINES) Sc.
_____)

I, **TEDDY ESTEBAN F. RIGOROSO**, of legal age, married, with office address at the Rigoroso Galindez and Rabino Law Offices, 901 Fil Garcia Tower, 140 Kalayaan Avenue, Diliman, Quezon City, Metro Manila, Philippines, being the Corporate Secretary of JHMC, after having been duly sworn in accordance with law, hereby CERTIFY, that during the 232nd Special Meeting of the JHMC Board of Directors held on April 22, 2019 in the Function Room, Hotel Celeste, 02 San Lorenzo Drive corner A. Arnaiz Avenue, San Lorenzo Village, Makati City, where a quorum was present, upon motion made and duly seconded, the Board passed and approved the following resolution:

*John Hay Management Corporation
Board Resolution No. 2019-0422-096*

Resolve, as it is hereby resolved, that the **John Hay Management Corporation ("JHMC") Board of Directors** hereby approves the Performance Evaluation Scorecard (PES Form 4) of JHMC for the 1st Quarter of CY 2019; and

Resolved, finally, that this Resolution shall take effect immediately on April 22, 2019 and shall supersede all prior JHMC resolutions, instructions, memoranda, deeds or instruments inconsistent herewith.

This certification is subject to the final approval of the Minutes of the April 22, 2019 JHMC Board meeting.

IN WITNESS WHEREOF, I have set my hand this 26th day of April 2019 in Quezon City.

ATTY. TEDDY ESTEBAN F. RIGOROSO
Corporate Secretary

SUBSCRIBED AND SWORN TO before me this ____ day of _____ 2019 in _____, affiant exhibiting to me his IBP Identification Card No. 42240.

Doc No.: _____
Page No.: _____
Book No.: _____
Series of 2019


JOHN HAY MANAGEMENT CORPORATION
CY 2019 Performance Evaluation Scorecard

| | Objective/ Measure | Formula | Weight | Rating System | Baseline | | | Target (2019) | Jan 01, 2019- March 31, 2019 | | |
|--------------------------------------|--------------------|---|---|---------------|---|--|--|--|---|--|------|
| | | | | | 2016 | 2017 | 2018 | | Actual | Weight (in %) | |
| CUSTOMERS/STAKEHOLDERS/SOCIAL IMPACT | SO1 | Develop Camp John Hay as a Premier Tourist and Investment Destination | | | | | | | | | |
| | SM 1 | Number of new locators or development projects signed | Absolute number | 10% | (Actual/Target) x Weight | 3 | 3 | 4 | 4 | 1 | 2.5 |
| | SM 2 | Number of jobs generated in the JHSEZ | Absolute number | 10% | (Actual/Target) x Weight | 5,523 | 5,830 | 6,106 | 6,300 | 5,595 | 9 |
| | SM 3 | Gross sales of business enterprises within the JHSEZ | Absolute number | 10% | (Actual/Target) x Weight | ₱ 875.57 M | ₱ 967 M | ₱ 1.083 B | ₱ 1.152 B | 250,504,062.64 | 2.17 |
| | SO 2 | Ensure Sustainable Multiple Use of Forest Watershed | | | | | | | | | |
| | SM4 | Compliance of JHMC to National Ambient Air Quality Standards on Particulate Matter 10 (PM10) within the JHSEZ | Number of tests which resulted in Good Air Quality (0-54µg/ncm)/Total number of tests | 10% | All or Nothing | (8/8) of the tests resulted in Good Quality Category | 100% (8/8) of the tests resulted in Good Quality | 8 out of 8 of the tests resulted in Good Air Quality | 100% of the test resulted in Good Air Quality Index | 2/2 readings resulted to "Good" Air Quality Index conducted on: **Mile Hi Center (March 15-16, 2019) - 24ug/m3 **Ayala Land Technohub (March 17-19, 2019) - 19 ug/m3 | 2.5 |
| | SO 3 | Enforce Efficient and Effective Regulation in the JHSEZ and JHRA | | | | | | | | | |
| | SM 5 | Percentage of Satisfied Customers | Number of respondents who rated atleast Satisfactory (upper 2-boxes of a 5-point rating scale)/ Total number of respondents | 10.00% | (Actual/Target) x Weight 0% = if less than 80% | 90.9% (Overall) | 92% (Overall) | SLC submitted its report on 24 January 2019 stating that the customer satisfaction rating of JHMC for CY 2018 is 92.54%. | 90% (3rd Party Validation) | The Terms of Reference for engagement of Consulting Services for a Third Party to Administer, Generate and Interpret the Results of the Customer Satisfaction Survey was approved by the JHMC Board of Directors on 08 March 2019. | 0 |
| Sub-total | | | 50% | | | | | | | | |

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| | | | | | 2016 | 2017 | 2018 | | Actual | Weight (in %) | |
| FINANCIAL | SO 4 | Increase JHMC Revenues to Attain Financial Viability | | | | | | | | | |
| | SM 6 | Increase internally generated revenue of JHMC | Actual amount | 10% | (Actual / Target) x Weight <i>0%=if less than P6.43 Million</i> | ₱ 7.96 M | ₱ 9 M | ₱ 10.35 M | 11.90 M | 3,575,086.16 | 3.0 |
| | SM 7 | Zone Revenue Collection Efficiency (includes Business Center for CUSA collection) | Actual Collection / Total Zone Revenue due for collection | 10% | (Actual / Target) x Weight <i>0%=if less than 85%</i> | 100% | 100% | 100% | 100% | 23,905,856.64 | 2.87 |
| | Sub-total | | | 20% | | | | | | | |
| INTERNAL PROCESS | SO 5 | Improve Efficiency and Effectiveness | | | | | | | | | |
| | SM 8 | Issuance of ISO 14001 Environmental Management System | Actual accomplishment | 5% | All or Nothing | a. Established the Solid Waste Management and Hazardous Waste Management Manuals b. On-going Assessment of the Environmental Impacts of JHMC processes and activities for submission to EMB-CAR. c. Regulatory and Permitting Review of Projects within the JHSEZ; and d. Updating of a Comprehensive Information for Direct Environmental and Indirect Environmental Impacts of Projects in the JHSEZ | Board-Approved Environmental Management System (EMS) | Certification under ISO 14001:2015 Standards | Pass Surveillance Audit | The 1st certification audit will be conducted in December 2019 | 0 |
| | SM 9 | Percentage of Regulatory Permits for Business Enterprises issued within Applicable Processing Time | Number of requests processed within applicable processing time/ Total number of requests received | 10% | (Actual/Target) x Weight 0% = if less than 95% | - | - | 100% | 100% | Total: <u>63/64</u> Regulatory Permits for Business Enterprises were issued within applicable <u>processing time</u> . 41/43 CECs were issued and processed within 15 working days | 9.72 |
| | Sub-total | | | 15% | | | | | | | |

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| | | | | | 2016 | 2017 | 2018 | | Actual | Weight (in %) | |
| LEARNING AND GROWTH | SO 6 | Establish and Maintain the Quality Management System | | | | | | | | | |
| | SM 10 | ISO Certification for all processes | Actual accomplishment | 5% | All or Nothing | Passed Surveillance Audit | Passed Surveillance Audit | Certification under ISO 9001:2015 Standards | Pass Surveillance Audit | The 1st certification audit will be conducted in December 2019 | 0 |
| | SO 7 | Improve Technology and Infrastructure Support | | | | | | | | | |
| | SM 11 | Number of processes automated | Absolute Number | 5% | All or Nothing | SEZAD Information System (Phase 2) | Development of a Board-Approved ICT Road Map | 2 (Roll out/ implementation of Board-approved ICT Disaster Recovery Plan; and Full Roll out/implementation of a Help Desk Information System | Roll out/ Implementation of the Board-approved Voice Over Internet Protocol (VOIP) Communication System | The ammendment of the SM from "Board-approved Voice over Internet Protocol (VoIP) Communication System to "Roll-out/ implementation of Board-approved Tracking System" was approved by the JHMC Board of Directors on 08 March 2019 | 0 |

EARNING AND GROWTH






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| | | | | | 2016 | 2017 | 2018 | | Actual | Weight (in %) | |
| LI | SO 8 | Improve Knowledge and Skills, Professionalism and Career Development | | | | | | | | | |
| | SM 12 | Percentage of Employees Meeting Required Competencies | Actual Number of Employees meet the set required competencies /Total number of employees competencies | 5% | (Actual/Target) x Weight | Established Competency Model | Assess and Establish Competency Baseline of the Organization | Improve Competency Baseline | 90 % of gaps for competencies on Quality and Environmental Management System identified in the 2018 assessment addressed | 51.24% of the competency gaps identified in 2017 were improved in 2018. In the first quarter of CY 2019, the HRSD amended the three-year Human Resource Development Program to focus on the remaining gaps (49.17%). The Amended HRDP is currently being implemented. | 0 |
| | Sub-total | | | 15% | | | | | | | |
| | TOTAL | | | 100% | | | | | | 31.65 | |

Prepared by:


BEVERLEE Q. GUNADEN
Corporate Planning Assistant
Date: _____


Certified Correct by:



LEA C. QUISOBEN-MAGUILAO
Corporate Planning Manager
Date: _____


JOSEPHINE Q. TECAN
OIC, Finance Manager
Date: _____

Approved by:


JANE THERESA G. FABALINGCOS
Vice President and COO
Date: _____


ALLAN R. GARCIA
President and CEO
Date: _____


SILVESTRE C. AFABLE
Chairman of the JHMC-BOD
Date: _____