

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

JHMC

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

**RISK MANAGEMENT
COMMITTEE**

REPORT

CY 2020

I. JHMC Board Risk Management Committee

The Risk Management Committee has seven (7) members, to wit:

Chairperson: Eduardo B. Davalan

Members: Charito R. Dulay
Rufino G. Ibay Jr.
Rudolph Steve E. Jularbal
Ceasar G. Oracion
Gloria F. Peralta
Christian Paul L. Ulpindo

Atty. Rudolph Steve E. Jularbal was appointed as a Member of the Audit Committee on June 01, 2021.

II. Committee Members' Qualifications

The Committee shall consist of at least three (3) members, with at least one member having a background in finance and investments.

Three (3) members are lawyers, two (2) members have security experience, one (1) member has a finance and investment background, and one (1) member has organizational development experience.

III. Committee Members' Responsibilities

The Committee shall be responsible for the following:

1. Performing oversight risk management functions specifically in the areas of managing credit, market, liquidity, operational, legal, reputational, and other risks of the GOCC, and crisis management, which shall include receiving from Senior Management periodic information on risk exposures and risk management activities;
2. Developing the Risk Management Policy of the GOCC, ensuring compliance with the same and ensure that the risk management process and compliance are embedded throughout the operations of the GOCC, especially the Board and Management level; and
3. Providing quarterly reporting and updating the Board on key risk management issues as well as *ad hoc* reporting and evaluation on investment proposals.

IV. Accomplishments

1. Reviewed and recommended the following policies for the Board's approval:
 - a. Camp John Hay Comprehensive Security Plan
 - b. Guidelines for the Implementation of Community Quarantine in the John Hay Special Economic Zone (JHSEZ)
 - c. Policy and Implementing Guidelines for the Preservation of Trees vis-à-vis Development Projects within the JHSEZ
 - d. Advisory Guidelines for the Certificate of Environmental Compliance and Annual National Building Code Permits Issuance and Application following COVID-19 Response Principles
 - e. Construction Safety Guidelines for the Implementation of Government Infrastructure Projects within the JHSEZ
 - f. Supplemental Construction Safety Guidelines during COVID-19 Pandemic
 - g. Guidelines on the Management and Usage of ICT Equipment Issued to the JHMC Board and Corporate Officers;
 - h. ICT Equipment Replacement Guidelines
 - i. Updated Citizen's Charter;

2. Reviewed and recommended the following Terms of Reference and Scope of Services for the Board's approval:
 - a. Terms of Reference for the Improvement of the Main Road and Secondary Roads within the JHSEZ
 - b. Terms of Reference for the Design and Construction of the JHMC Sewage Treatment Plan.
 - c. Terms of Reference for the Procurement of the Design Development and Deployment of the JHMC Environment and Forest Management Information System
 - d. Scope of Services for the Procurement of Gardening Services for CY 2020
 - e. Scope of Services for the Procurement of Gardening and Forest Care Services for CY 2021

3. Reviewed and recommended the following Contracts for the Board's approval:
 - a. Amended BCDA-JHMC Performance Agreement
 - b. Memorandum of Understanding among the Investment Promotion Agencies Constituting the Philippine Investment Promotions Plan for CY 2020
 - c. Memorandum of Agreement for the Procurement of JHMC Motor Vehicles for the Business Operations and Frontline Service Use
 - d. Extension of the Contract for General Support Services (Gardening Services) of JHMC.
 - e. Contract for Janitorial and Housekeeping Service
 - f. Pro-forma Contract for Various Office Supplies;
 - g. Pro-forma Contract for Janitorial Services;
 - h. Pro-forma Contract for Gardening/ General Forest Care Services;
 - i. Pro-forma Contract for Solid Waste Management Services (Non-Hazardous and Hazardous)

- j. Pro-forma Contract for Lumberjack Services (Emergency or Sanitation Tree-Cutting).
4. Reviewed and recommended the following for the Board’s approval:
 - a. Cancellation of the Procurement of the Tree Survey with Health Assessment
 - b. 2021-2026 Road Map on Environment Management for Camp John Hay
 - c. Monitoring Report as of the Third Quarter of CY 2020 based on the Performance Evaluation Scorecard of JHMC for CY 2020 as approved by the GCG;
 - d. Monitoring Report as of the Third Quarter of CY 2020 based on the proposed Recalibrated Performance Evaluation Scorecard of JHMC for CY 2020
 - e. Amended Annual Work Plan for CY 2020
 5. Reviewed the following:
 - a. Revised Procedures on Contract Drafting, Preparation, and Review
 - b. Result of the Validation of JHMC Performance Scorecard for CY 2019
 - c. Report on the Result of the Performance Review for the Third Quarter of CY 2020

V. Meetings:

A total of seventeen (17) meetings were conducted by the Risk Management Committee in 2020.

No.	Date of Meetings
1.	January 27, 2020 (joint meeting with the Finance Committee, and Special Committee on CJHDevCo Concerns and 19 Conditionalities)
2.	February 24, 2020 (joint meeting with the Business Development Committee, and Governance Committee)
3.	March 09, 2020 (joint meeting with the Governance Committee, and Special Committee on CJHDevCo Concerns and 19 Conditionalities)
4.	June 15, 2020 (joint meeting with the Governance Committee)
5.	June 29, 2020 (joint meeting with the Governance Committee, and Special Committee on CJHDevCo Concerns and 19 Conditionalities)
6.	July 13, 2020 (joint meeting with the Governance Committee)
7.	July 27, 2020 (joint meeting with the Special Committee on CJHDevCo Concerns and 19 Conditionalities)
8.	August 24, 2020 (joint meeting with the Governance Committee, and Special Committee on CJHDevCo Concerns and 19 Conditionalities)
9.	September 22, 2020 (joint meeting with the Governance Committee)
10.	September 28, 2020 (joint meeting with the Special Committee on CJHDevCo Concerns and 19 Conditionalities)
11.	October 12, 2020 (joint meeting with the Governance Committee)
12.	October 26, 2020 (joint meeting with the Governance Committee)
13.	November 09, 2020 (joint meeting with the Governance Committee)

No.	Date of Meetings
14.	November 20, 2020 (joint meeting with the Governance Committee, and Special Committee on CJHDevCo Concerns and 19 Conditionalitie)
15.	November 27, 2020 (joint meeting with the Governance Committee, and Special Committee on CJHDevCo Concerns and 19 Conditionalities)
16.	December 07, 2020 (joint meeting with the Governance Committee)
17.	December 21, 2020 (joint meeting with the Governance Committee)

VI. Attendance Record of the Members

Members	Date of Meetings						
	01/27/ 2020	02/24/ 2020	03/09/ 2020	06/15/ 2020	06/29/ 2020	07/13/ 2020	07/27/ 2020
Eduardo B. Davalan	P	P	P	P	P	P	P
Charito R. Dulay	P	P	P	P	P	P	P
Rufino G. Ibay Jr.	P	P	P	P	P	P	P
Rudolph Steve E. Jularbal	NA	NA	NA	P	P	P	P
Cesar G. Oracion	P	P	P	P	P	P	P
Gloria F. Peralta	P	P	P	P	P	P	P
Christian Paul L. Ulpindo	P	P	P	P	P	P	P

Members	Date of Meetings						
	08/24/ 2020	09/22/ 2020	09/28/ 2020	10/12/ 2020	10/26/ 2020	11/09/ 2020	11/20/ 2020
Eduardo B. Davalan	P	P	P	P	P	P	P
Charito R. Dulay	P	P	P	P	P	P	P
Rufino G. Ibay Jr.	P	P	P	P	P	P	P
Rudolph Steve E. Jularbal	P	P	P	P	P	P	P
Cesar G. Oracion	P	P	P	P	P	P	P
Gloria F. Peralta	P	P	P	P	P	P	P
Christian Paul L. Ulpindo	P	P	P	P	P	P	P

Members	Date of Meetings		
	11/27/ 2020	12/07/ 2020	12/21/ 2020
Eduardo B. Davalan	P	P	P
Charito R. Dulay	P	P	P
Rufino G. Ibay Jr.	P	P	P
Rudolph Steve E. Jularbal	P	P	P
Cesar G. Oracion	P	P	P
Gloria F. Peralta	P	P	P
Christian Paul L. Ulpindo	P	P	P

P - present

A - absent