

PORO POINT MANAGEMENT CORPORATION

BOARD MEETING SCHEDULE FOR THE YEAR 2017

DATE OF MEETING	VENUE	PARTICULAR BOARD MEETING	DATE APPROVED
January 06, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	167th Regular Board Meeting	December 08, 2016
January 20, 2017	Training Center 1, Baguio Country Club, Baguio City	173rd Special Board Meeting	January 06, 2017
February 03, 2017	A & B Conference Room, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street, Crescent Park West, Bonifacio Global City, Taguig	168th Regular Board Meeting	January 20, 2017
February 17, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	174th Special Board Meeting	February 03, 2017
March 08, 2017	BCDA Board Room, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street, Crescent Park West, Bonifacio Global City, Taguig	169th Regular Board Meeting	February 17, 2017
March 31, 2017	Park Avenue Function Room, Astoria Plaza, 15 Escrivá Drive, Ortigas Business District, Pasig, Metro Manila	175th Special Board Meeting	March 08, 2017
April 07, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	170th Regular Board Meeting	March 31, 2017
April 08, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	176th Special Board Meeting	March 31, 2017
May 05, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	171st Regular Board Meeting	April 08, 2017
May 26, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	177th Special Board Meeting	May 05, 2017
June 16, 2017	Kai Function Room, Kahuna Hotel, Café and Restaurant, San Juan, La Union	172nd Regular Board Meeting	May 26, 2017
June 28, 2017	Comedor Extension, Hotel Luna, delos Reyes Street, Vigan City, Ilocos Sur	178th Special Board Meeting	June 16, 2017
July 17, 2017	A & B Conference Room, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street, Crescent Park West, Bonifacio Global City, Taguig	173rd Regular Board Meeting	June 28, 2017
July 31, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	179th Special Board Meeting	July 17, 2017

August 18, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	174th Regular Board Meeting	July 31, 2017
August 25, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	180th Special Board Meeting	August 18, 2017
September 14, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	175th Regular Board Meeting	August 25, 2017
September 26, 2017	CAP Board Room, The Manor at Camp John Hay, Loakan Road, Baguio City	181st Special Board Meeting	September 14, 2017
October 12, 2017	BCDA Board Room, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street, Crescent Park West, Bonifacio Global City, Taguig	176th Regular Board Meeting	September 26, 2017
October 27, 2017	Hues Function Room, Park Inn by Radisson Clark, M.A. Roxas Highway, Brgy. Lakandula, Mabalacat City, Pampanga	182nd Special Board Meeting	October 12, 2017
November 09, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	177th Regular Board Meeting	October 27, 2017
November 24, 2017	VIP Hall, Hotel Stotsenberg, Gil Puyat Avenue corner Andres Soriano Street, Clark Freeport Zone, Pampanga	183rd Special Board Meeting	November 09, 2017
December 14, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	178th Regular Board Meeting	November 09, 2017
December 15, 2017	PPMC Board Room, PPMC Administration Building, Gov. Joaquin L. Ortega Avenue, Poro, City of San Fernando, La Union	184th Special Board Meeting	November 09, 2017

Prepared by:


FELYNEL L. MARIANO
 Board Secretary

PORO POINT MANAGEMENT CORPORATION
INVESTMENT AND PROMOTIONS COMMITTEE

DATE	ACTIVITY	DISCUSSION POINTS/HIGHLIGHTS OF THE MEETING
January 6, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Draft Guidelines for the Use of the Poro Point Baywalk with Events Center 2. Letter of Intent (LOI) from Margaret Petroleum for the lease of available storage space at the San Fernando Airport for storage of drums of Aviation Gas 100LL 3. Asset Disposition Schedule for the Long-Term Lease and Development of the Poro Point Lighthouse
January 20, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Direction on leasing out of available areas inside the Zone 2. Draft Guidelines for the Use of the Poro Point Baywalk with Events Center
February 3, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Letter from Joytoall Amusement Corporation (Joytoall) informing PPMC that it is suspending proceeding with its plan for the leased area and paying the monthly lease rentals effective immediately 2. Letter from QB Systems Asia, Inc. proposing a joint venture project with PPMC 3. Proposal for Temporary Baywalk Concessionaires
February 17, 2017		<ol style="list-style-type: none"> 1. Request for the Approval of the Termination of the Contract of Lease of Joytoall Amusement Corporation 2. Approval of the Form and Conditionalities of Poro Point Baywalk for Temporary Concessionaires 3. Participation of PPMC in Infrastructure Congress and Expo Philippines on May 3-5, 2017 at the World Trade Center
May 26, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. 2017 Performance Scorecard 2. San Fernando Airport Buildings and Property Improvements 3. Safety and Proper Fuel Handling at the San Fernand Airport
August 25, 2017	Committee Meeting	5-Year (2018-2022) Additional Projected Revenue
November 24, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Approval of the Contract of Lease with AAG International Center for Aviation Training Corporation (Alpha Aviation Group Philippines, Inc.) for the lease of the 8,804 square meters area at the San Fernando Airport 2. Realignment of Budget for Marketing and Promotions 3. Minimum Required Investment for Locatorship Applicants 4. Other Matters
December 4, 2017	Committee Meeting with Palafox Associates	Master Development Plan of the 146 Hectares of the PPFZ Prepared by Palafox Associates
	Committee Meeting with BCDA's Committee Chairman on Business Development	<ol style="list-style-type: none"> 1. Application of AAG International Center for Aviation Training Corporation (Alpha Aviation Group Philippines, Inc.) for the Lease of the 8,804 square meters area at the San Fernando Airport/Policy Direction for the San Fernando Airport (Long-Term Plan) 2. PPMC Development Plans and Programs/action Plans for CY 2018 (Asset Disposition Programs and Capital Expenditures for CY 2018) 3. Update on the Luzon Bypass Infrastructure Project 4. Poro Point Industrial Corporation/Seaport Issue (Compromise Agreement)

Prepared by:


ELIZA M. MACANOCIDO
 Secretariat


JOSEFA CATHERINE T. BADA
 Secretariat

PORO POINT MANAGEMENT CORPORATION
CORPORATE GOVERNANCE, LEGAL AND REGULATORY CONCERNS COMMITTEE

DATE	ACTIVITY	DISCUSSION POINTS/HIGHLIGHTS OF THE MEETING
January 6, 2017	Committee Meeting	1. PPMC People's Freedom of Information; and 2. Rice importation of progressive grains milling company
March 8, 2017	Committee Meeting	Draft Performance agreement between BCDA & PPMC
March 31, 2017	Committee Meeting	1. The draft policy on imported goods for non-locators; and 2. Draft performance agreement between BCDA and PPMC.
May 26, 2017	Committee Meeting	1. Legal review on rental agreement between PPMC and Alpha Aviation Group (Phil) Inc. 2. Formal letter to cancel/withdraw Poro Point Special Economic and Freeport Zone's application as economic zone with PEZA.
June 16, 2017	Committee Meeting	1. Inspection and inventory re: COVA Properties 2. Order on the Motion for Reconsideration re: PPMC vs. Dyquiango Civil Case No. 5012

Prepared by:



ATTY. MARLOU P. PACLEB
Secretariat

PORO POINT MANAGEMENT CORPORATION
LEGAL & REGULATORY CONCERNS COMMITTEE

DATE	ACTIVITY	DISCUSSION POINTS/HIGHLIGHTS OF THE MEETING
December 15, 2017	Committee Meeting	Extension of contract of Urduja Security Agency for one year from January 20, 2017 to January 20, 2018.

Prepared by:



ATTY. MARLOU P. PACLEB
Secretariat

PORO POINT MANAGEMENT CORPORATION
FINANCE COMMITTEE MEETINGS 2017

DATE	ACTIVITY	DISCUSSION POINTS/HIGHLIGHTS OF THE MEETING
January 6, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Financial Report as of November 30, 2016 2. Approval of PPMC's Corporate Operating Budget for CY 2017 3. Request for Supplemental Budget - Cost of Audit
February 3, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Un-audited Financial Statements as of December 31, 2016 2. Realignment of Opex funds for CY 2016 3. Request for Supplemental Budget for the Luzon Bypass Infrastructure Project 4. Investment of Opex funds for CY 2017
February 17, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Request for Supplemental Budget for the salary of President and CEO 2. Request for approval of the travel of Chairman Rigor to Japan 3. Step increase of PPMC employees for CY 2014-CY 2015
March 8, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Guidelines on the reimbursable expenses and other benefits for PPMC Board of Directors 2. Request for realignment of budget for Sillag 2017 3. Financial Report for January 2017
March 31, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Matters arising re: PPMC Board of Directors' Reimbursable Expenses 2. Matters arising re: Proposed/Suggested Hotels for the Accommodation during Board meetings 3. Audited Financial Statements for the year ended December 31, 2016
May 5, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Matters arising re: Car plan of PPMC Board of Directors 2. Rental fee for the use of the San Fernando Airport by Alpha Aviation Group Philippines, Inc. 3. Financial Report as of March 31, 2017 4. Supplemental Budget-VHF Radio for the San Fernando Airport 5. Proposed alternate transit point in going to Baguio City by President Duterte on Feb. 17-18, 2017 and March 11, 2017
May 26, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Matters arising re: Rental fee for the use of the San Fernando Airport Pre-departure area 2. Letter from DBP re: Proposal on Salary Loan Facility lowering its interest rate from 12% to 10%
June 16, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Update on BOD actual expense as of May 31, 2017 2. Request for realignment of budget re: Corplan 3. DBP and LBP Salary Loan Facility 4. Financial Report for April 2017
August 25, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Request for approval of PPMC's Corporate Operating Budget for CY 2018 2. Request for Supplemental Budget for the purchase of various airport equipment and cutting/purchase of trees
September 14, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Letter from BCDA re: Request for Reimbursement of PRRD Expenses 2. Highlights of the 2018 budget presentation on September 7, 2017 at the BCDA 3. Financial Report for July 2017
November 24, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Audit Observation Memorandum (ADM) No. PPMC-2017-002 issued by COA to PPMC on November 9, 2017 re: Irregular Expenditure Training fee of Board of Directors conducted by a private institution amounting to Php25,536.00 2. Draft policy on the reimbursement of expenses of the Board of Directors 3. Schedule of Assets, Revenues and Authorized Capital Stocks of PPMC 4. Estimated savings of the Board for CY 2017 5. Per diem of Corporate Secretary and Assistant Corporate Secretary 6. Per diem of Committee Chairman and maximum per diem for Board and Committee meetings 7. Request for realignment of Budget for Marketing 8. PRRD Expenses
December 14, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Request for approval of PPMC's Corporate Operating Budget for CY 2018 2. Request for re-allocation of Capital Outlay Budget for CY 2017 3. Financial Report as of October 31, 2017

Prepared by:


LENIMA B. JUDAN
 Secretariat

COMMITTEE ON INFRASTRUCTURE

DATE	ACTIVITIES	DISCUSSION POINTS/HIGHLIGHTS OF DISCUSSION
January 6, 2017	Committee Meeting	1. Construction of PPMC Guest House
February 3, 2017	Committee Meeting	1. Renovation of the Old Admin Building to be used as a Training School
February 17, 2017	Committee Meeting	1. Meeting with Prime Water-Metro San Fernando 2. Meeting with Manifa Water 3. Possible Reclamation Area 4. Proposed Study on the Connectivity from the end of Tplex to San Fernando La Union of from Rosario La Union to Poro Point 5. Update on the Luzon Bypass Project 6. VOA leased area
March 8, 2017	Committee Meeting	1. Conduct of Dive Assessment within the Poro Point Freeport Zone (PPFZ)
April 7, 2018	Committee Meeting	1. Variation Order No. 1 for the Construction of Baywalk with Events Center
May 5, 2017	Committee Meeting	1. Beautification of the Baywalk
May 26, 2017	Committee Meeting	1. Contract for Construction of Cistern and Water Distribution 2. Detailed Engineering Design of the Foundation and Site Development of the Terminal Station regarding cable landing station 3. The award of Contract for the Construction of 2.7 concrete paved road inside the zone through DPWH 4. Design and guidelines for the baywalk commercial use
June 16, 2017	Committee Meeting	1. Supplemental Budget to BCDA for the Cistern and Water Distribution Lines Project 2. Update on the Conduct of Dive Assessment within PPFZ
July 17, 2017	Committee Meeting	1. BCDA Funding of Vital Infrastructure Projects
August 25, 2017	Committee Meeting	1. CAPEX Projects in the CY 2018 Operating Budget
September 14, 2017	Committee Meeting	1. Baywalk Commercial Strip Model Structures
November 9, 2017	Committee Meeting	1. Conduct of Negotiated Procurement for the Application of Asphalt Sealant of the San Fernando Airport Runway 2. Variation Order No. 2 for the Construction of Baywalk with Events Center 3. Revised Design Guidelines for Baywalk Commercial Strip
November 24, 2017	Committee Meeting	1. Conduct of Negotiated Procurement for the Application of Asphalt Sealant of the San Fernando Airport Runway 2. Variation Order No. 2 for the Construction of Baywalk with Events Center 3. Revised Design Guidelines for Baywalk Commercial Strip
December 14, 2017	Committee Meeting	1. Proposed Seaport Road Network with Lighting System and Seawall Protection 2. Update on the Luzon Bypass Infrastructure Project

Prepared By:


Engr. Cerita A. Corpuz

Vice President for Infrastructure Management

PORO POINT MANAGEMENT CORPORATION
AUDIT & RISK OVERSIGHT COMMITTEE MEETINGS 2017

DATE	ACTIVITY	DISCUSSION POINTS/HIGHLIGHTS OF THE MEETING
March 8, 2017	Committee Meeting	Report on Proposed Internal Audit Plan for CY2017
March 31, 2017	Committee Meeting	Follow-up audit on the audit recommendations contained in the Internal Audit Report of 2012 in the Audit of Systems and Processes in the Application and Renewal of Locators as PPFZ Registered Enterprise.
May 26, 2017	Committee Meeting	1) Memo from the Internal Audit Re: Reservation for Hotel Accommodation 2) Report of the Audit & Risk Oversight Committee.
June 16, 2017	Committee Meeting	1) Guidelines for Hotel Accommodation 2) Audit of the Execution and Implementation of Approved PPMC Board Resolutions for January to March 2017.
September 14, 2017	Committee Meeting	1) Memo from the Internal Audit Re: Reservation for Hotel Accommodation 2) Report of the Audit & Risk Oversight Committee.
November 24, 2017	Committee Meeting	Report on the Audit of the President Rodrigo R. Duterte (PRRD) supposed visit expenses last February 17-18, 2017 & March 11-12, 2017

Prepared by:


RUBILYN P. CABILES
 Secretariat

PORO POINT MANAGEMENT CORPORATION
NOMINATION & HR COMMITTEE

DATE	ACTIVITY	DISCUSSION POINTS/HIGHLIGHTS OF THE MEETING
January 6, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Request for Guidance re: Implementation of Step Increment 2. Proposed Dates and Program of Activities for Sillag Poro Point Festival of Lights 3. Status of Renegotiation of Performance Targets for CY 2016 4. Status of the Public Bidding of the Contract for Manpower Services
February 3, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Compensation of the President & CEO 2. BAC Resolution Declaring Failure of Bidding of the Contract for Manpower Services 3. Step Increment of Employees for 2015 and 2016
February 17, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Request for Approval of the Compensation of the PCEO and Supplemental Budget to Fund the Difference Thereof 2. Request for Approval of the Implementation of the Step Increment for CY 2014 and CY 2015 3. Request for Approval of the Letter from GCG re: Authorization to Grant the PBI of Entitled Directors for FY 2015
May 26, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. Public Bidding of the Contract for Manpower Services 2. CY 2017 Performance Scorecard 3. Proposed MOA with Development Bank of the Philippines
June 16, 2017	Committee Meeting	Salary Loan Facility
July 17, 2017	Committee Meeting	<ol style="list-style-type: none"> 1. GCG Memorandum Circular No. 2017-01 on the Interim Performance-Based Bonus 2. Performance-Based Bonus Grievance Mechanism 3. Retirement of Major Joel G. Caringal
August 25, 2017	Committee Meeting	Corporate Operating Budget for CY 2018
September 14, 2017	Committee Meeting	Performance Agreement between PPMC and BCDA

Prepared by:


MARIA VICTORIA REDEMPTA DE GUZMAN-SORIANO
 Secretarial

PORO POINT MANAGEMENT CORPORATION
HR COMMITTEE

DATE	ACTIVITY	DISCUSSION POINTS/HIGHLIGHTS OF THE MEETING
November 24, 2017	Joint Meeting of HR Committee & Nomination and Remuneration Committee	1. Terms of Reference (TOR) for the Conduct of Stakeholder Satisfaction Survey 2. Proposed Christmas Celebration
December 14, 2017	Committee Meeting	5.1 BAC Resolution Recommending the Approval of the Notice of Award and Contract for the Procurement of the Selection of Third Party to Conduct Stakeholders Satisfaction Survey for Poro Point Management Corporation 5.2 Implementation of Executive Order 36

Prepared by:


MARIA VICTORIA REDEMPTA DE GUZMAN-SORIANO
Secretariat

PORO POINT MANAGEMENT CORPORATION
NOMINATION & REMUNERATION COMMITTEE

DATE	ACTIVITY	DISCUSSION POINTS/HIGHLIGHTS OF THE MEETING
November 24, 2017	Joint Meeting of HR Committee & Nomination and Remuneration Committee	1. Terms of Reference (TOR) for the Conduct of Stakeholder Satisfaction Survey 2. Proposed Christmas Celebration
December 14, 2017	Committee Meeting	Implementation of Executive Order No. 36

Prepared by:



MARIA VICTORIA REDEMPTA DE GUZMAN-SORIANO
Secretariat

PORO POINT MANAGEMENT CORPORATION
EXECUTIVE COMMITTEE MEETING 2017

DATE	ACTIVITY	DISCUSSION POINTS/HIGHLIGHTS OF THE MEETING
January 20, 2017	Committee Meeting	Report on Commercial Rice Consigned by Progressive Grains Milling Company (PGMC)

Prepared by:



ABIGAIL O. PERALTA
Secretariat