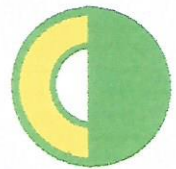




REPUBLIC OF THE PHILIPPINES
OFFICE OF THE PRESIDENT
PHILIPPINE COCONUT AUTHORITY

Elliptical Road, Diliman, Quezon City 1101 Philippines
 Tel. Nos.: (02) 928-4501 to 09 Fax No.: (02) 926-7631
<http://www.pca.da.gov.ph>



25 January 2018

MEMORANDUM

FOR : Chairman LEONCIO B. EVASCO, JR.
 Vice Chairman/Administrator ROMULO J. DE LA ROSA
 Director CONRADO S. CAPA
 Director EDICIO G. DELA TORRE
 Director ALAN P. TANJUAKIO
 Director ROQUE G. QUIMPAN

FROM : The OFFICE OF THE CORPORATE SECRETARY

SUBJECT : APPROVED SCHEDULE OF REGULAR BOARD MEETINGS FOR CY 2018

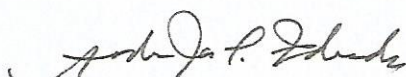

This is to respectfully inform the Honorable Members of the Governing Board of the approved CY 2018 Regular Meetings scheduled every 1st Wednesday of every month, as per Board Resolution No. 001-2018 and pursuant to Section 5 of E.O. No. 1055 and Section 8 of GCG M.C. No. 2012-07:

DATES OF REGULAR BOARD MEETINGS	REMARKS
January 24, 2018 February 7 March 7 April 4 May 2 June 6 July 4 August 1 September 5 October 3 November 7 December 5	Time: 8:00 AM - 12:00 NN Venue: Chairman's Conference Room 8 th Floor PCA R&D Bldg., Elliptical Road Diliman, Quezon City <i>(subject to changes and reconfirmation)</i>

Contact Details: Direct Line Tel. No.: 920-2968; Trunk Line Nos.: 928-4501 to 09 loc. 103, 104 & 106
 Email Address: ocs@pca.gov.ph / pcacorpsec8@yahoo.com.ph

Likewise, Special Board Meeting may be called at any time upon instruction of the Chairman or any Member of the Board in any case that Management requested matters for immediate action and/or approval of the Board.

For the information and reference of the Honorable Members of the Governing Board.


 ATTY. ANDREW IAN P. EDRADA
 Board Secretary 

PHILIPPINE COCONUT AUTHORITY
Office of the Corporate Secretary

SCHEDULE OF CALLED MEETINGS OF THE GOVERNING BOARD FOR CY 2018 (January - August)

DATE OF MEETINGS	TIME OF MEETING	BOARD MEETINGS			BOARD COMMITTEES MEETINGS								TOTAL OF MEETINGS CONDUCTED		PARTICULARS					VENUE OF MEETING	
		Sequence of Meetings	REGULAR	SPECIAL	EXECUTIVE COMMITTEE	GOVERNANCE COMMITTEE	AUDIT COMMITTEE	NOMINATION & REMUNERATION COMMITTEE	BOARD COMMITTEE FOR COCONUT ENTERPRISE DEVELOPMENT (CoCED)	SPECIAL COMMITTEE ON PHYSICAL ASSET UTILIZATION & MANAGEMENT	BOARD RISK MANAGEMENT COMMITTEE	SPECIAL COMMITTEE ON COCONUT SCALE INSECT (CSI)	REGULAR/SPECIAL	BOARD COMMITTEES	CORPORATE FILE FOLDER	NOTICE OF MEETINGS	ATTENDANCE OF MEETINGS	MINUTES OF MEETING	COA COPY FURNISHED		
2018		(1)	(2)	(3)	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)									
January	11 2:00 PM								1 ✓				0	1		X	X	X	X	Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City	
	11 5:00 PM											1 ✓	0	1		X	X	X	X	Resorts World, Newport City, Pasay, Metro Manila	
	24 7:00 AM						1 ✓						0	1		X	X	X	X	Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City	
	24 9:00 AM	1st	1 ✓										1	0		X	X	X	X	Board Room 8/F R&D Bldg., Diliman, Quezon City	
	24 1:30 PM								1 ✓				0	1		X	X	X	X	Director's Board Room 8/F PCA R&D Bldg., Diliman, Quezon City	
February	7 2:30 PM	2nd	1 ✓										1	0		X	X	X	X	Board Room 8/F R&D Bldg., Diliman, Quezon City	
	20 9:00 AM						1 ✓						0	1		X	X	X	X	Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City	
	20 11:00 AM								1 ✓				0	1		X	X	X	X	Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City	
	20 2:00 PM						1 ✓						0	1		X	X	X	X	Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City	
	21 8:00 AM	3rd	1 ✓										1	0		X	X	X	X	Board Room 8/F R&D Bldg., Diliman, Quezon City	
	21 12:30 PM											1 ✓	0	1		X	X	X	X	Director's Board Room 8/F PCA R&D Bldg., Diliman, Quezon City	
March	21 8:00 AM	4TH	1 ✓										1	0		X	X	X	X	Belmont Hotel, New Port City Complex, Pasay City	
April	17 10:00 AM								1 ✓				0	1					X	X	Director's Conference Room 8/F R&D Bldg., Diliman, Quezon City
	17 3:00 PM						1 ✓						0	1					X	X	Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City
	18 8:00 AM	5TH	1 ✓										1	0					X	X	Board Room 8/F R&D Bldg., Diliman, Quezon City
May	11 8:00 AM								1 ✓				0	1					X	X	Director's Board Room 8/F PCA R&D Bldg., Diliman, Quezon City
	11 11:00 AM											1 ✓	0	1					X	X	Director's Board Room 8/F PCA R&D Bldg., Diliman, Quezon City
	30 9:00 AM						1 ✓						0	1					X		Director's Board Room 8/F PCA R&D Bldg., Diliman, Quezon City
	30 11:00 AM								1 ✓				0	1					X		Director's Board Room 8/F PCA R&D Bldg., Diliman, Quezon City
June	1 8:00 AM						1 ✓						0	1							Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City
	1 9:00 AM	6TH	1 ✓										1	0					X	X	Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City
	11 12:00 PM	7TH	1 ✓										1	0					X		Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City
	13 9:00 AM						1 ✓						0	1							Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City
	13 1:00 PM											1 ✓	0	1							Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City
July	18 9:00 AM	8TH	1 ✓										1	0					X		Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City
	20 9:00 AM	9TH	1 ✓										1	0					X		Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City
August	8 12:00 PM											1 ✓	0	1							Chairman's Conference Room 8/F R&D Bldg., Diliman, Quezon City
	15 8:00 AM						1 ✓						0	1							Milagritos @ Atrium, TRYP Hotel, MOA Complex, Pasay City
	15 9:00 AM	10TH	✓										0	0							Milagritos @ Atrium, TRYP Hotel, MOA Complex, Pasay City
TOTAL		9	6	3	0	0	5	3	5			3	2	9	19	28					

Certified Correct:


ISAGANI N. KORRA
Records Officer


ATTY. ANDREW IAN P. EDRADA
Board Secretary