



REPORT OF THE AUDIT COMMITTEE

For the year ended December 31, 2017

The Audit Committee assists the Board of Directors in its corporate governance and oversight responsibilities in relation to financial reporting, internal controls and internal and external audit process and methodologies. In fulfillment of these responsibilities, the Audit Committee review and discuss agenda items submitted by the Management prior to the scheduled Board Meeting. Accordingly, the Committee endorsed and gave recommendation on the Agenda for Board's consideration. For CY 2017, the following items were deliberated, to wit:

1. 2017 Corporate Operating Budget
2. CY 2018 Budget Proposal
3. Approved Corporate Operating Budget 2017
4. Proposed Mechanisms for Issuance of Certificate of Registration to Persons/Entities with PCA Fee Deficiencies
5. 2017 PCA Annual Procurement Plan
6. Inclusion in the Supplemental Annual Procurement Plan (SAPP) the Input Requirements of the Php 1.5 Proposed Additional Budget for the Yolanda Rehabilitation and Recovery Program (YRRP) for CY 2017 Implementation
7. Supplemental Annual Procurement Plan (SAPP) 2017
8. Amendment of Corporate Order No. 1-A Signing Authority
9. Proposed Corporate Order No. 01, S. 2017 (Revised)
10. Re-enactment of 2015 Corporate Operating Budget as Corporate Operating Budget for 2016

11. Modification of Expenditures of the following:
 - a) 2017 Program of General Administration Support
 - b) 2016 Integrated Pest Management
 - c) Various Programs and Projects
 - d) Work and Financial Plan for Coconut Scale Insect Emergency Action Program (CSIEO)
 - e) 2014 Integrated Pest Management
 - f) (IPM) 2015 and IPM 2016
 - g) Expenditures of Central Office and Region IV-A
 - h) Expenditures Under Program-Support To Operations (STO)

12. Realignment of Funds under the following projects:
 - a) JAIF-EEA of Region X
 - b) CY 2017 Gawad Saka Work and Financial Plan

13. Release of Funds for the Rhinoceros Beetle Infestation in Agusan del Sur

14. PCA Five (5) Year Vehicle Procurement Plan

15. Reconstitution of the PCA Bids and Awards Committee in Central Office and Region V – Legaspi

16. Purchase Request of Multi-Nutrient Fertilizers, Upgraded Female Cattle and Supply, Handling, Transport and Delivery of Coconut Seedlings of Region VI, VII and XI

17. Revised Terms of Reference (TOR) for Procurement of Multi-Nutrient Fertilizer (MNF)

18. Justification for the Conduct of US Roadshow cum Outbound Business Matching Mission (OBMM)

19. Approval of the PCA Manual of Operations and Quality Management System (QMS) Manuals for ISO Certification

20. Updates on the Audit Investigation Re: Procurement of Graded Salt Fertilizer in Region V and X for CY 2016

21. Initial Audit Findings for the Implementation of CY 2014 YRRP in Region VIII-Tacloban

22. Agency Action Plan and Status of Implementation on the cy 2016 Audit Observations and Recommendations
23. Memorandum of Agreement (MOA) between PCA and Dr. Emilio B. Espinoza, Sr. Memorial State College of Agriculture and Technology (DEBESMSCAT) for the Establishment of 50-hectare Coconut Seedfarm in Mandaon, Masbate
24. Memorandum of Agreement (MOA) between PCA and PNP – Laguna Police Provincial Office
25. Local Subsidy Contract between PCA and GIZ



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REPORT OF THE BOARD NOMINATION AND REMUNERATIONS COMMITTEE

For the Calendar Year 2017

The Board Nomination and Remunerations Committee assists the Board of Directors in its corporate governance and oversight responsibilities in relation to the nominations or appointed PCA Officers and rank and file employees. In fulfillment of these responsibilities, the Nomination and Remunerations Committee deliberated the following in 2017:

- A. Approval of optional Retirement of PCA Officers:
- B. Revocation of Special Order No. 193, S, 2016
- C. Policy on the Designation of Officers
- D. Guidelines on the Hiring of Contract of Service
- E. Formal Investigation Report (Administrative Case No. 02-2016)
- F. PCA Personnel for Officers-in-Charge (OIC) Renewal , New Designations and Reassignments
- G. Approval of the foreign travel of PCA Employees on official business
- H. Approval of Appointment of Deputy Administrator for Research and Development Branch
- I. Revisions to Pay Rates and Guidelines in the Hiring of Contracted Personnel
- J. Authority for the Administrator to Issue Appointments to 100 Affected PCA Personnel by the Rationalization Program



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REPORT OF THE SPECIAL COMMITTEE FOR COCONUT SCALE INSECT

For the Calendar Year 2017

The Special Committee for Coconut Scale Insect has conducted series of meetings and inspections to coconut areas affected by CSI. The purpose for which to determine the full extent of the infestation and provide direction for the correction action for its control, viz:

1. Approved the Treatment Proposal for the CSI Affected Trees
2. Directed Management to create and internal CSI Task Force to control and contain the Coconut Scale Insect specifically in Zamboanga City
3. Reviewed and Updated of the Protocol to Control and Contain the Cocolisap Infestation in Zamboanga City
4. Approved the procurement of Biological Chemicals for the Coconut Scale Insect Infestation in Zamboanga Peninsula
5. Actual Field visits on areas affected by CSI
6. Determined and allocated funds for adequate financial support to the PCA workforce involved in the CSI control activities in the field



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REPORT OF THE COCONUT ENTERPRISE DEVELOPMENT (COCOED) COMMITTEE

For the Calendar Year 2017

The Coconut Enterprise Development (COCOEd) Committee conducted series of meetings for the year 2017 to ensure proper implementation of PCA Coco Hub Projects. The following were discussed and reviewed and submitted recommendations for Governing Board approval, to wit:

1. Briefed on the COCOEd Agro Industrial Hub
2. Reviewed and Evaluated the following proposals:
 - (a) Coconut Hubs as Transformative Value Chains
 - (b) PCA Led Technology and Training Centers in Bohol and PCA Central Office
 - (c) Business Plans under the Coconut Hub Project (CHP)
 - (d) Modified Project concept for Alabat, Quezon
 - (e) KCHP Business Plan of Coconut Enterprise Development Center (CEDC)
 - (f) Business Proposal of Municipal Government of Balilihan for Coconut Hub
 - (g) Business Plan of the Bayugan Coconut Farmers Association
 - (h) Business Plan of Cawa-Dadiangas Farmers Marketing Cooperative
 - (i) Establishment of a Coco Agro Hub in Region X
3. Downloading of KANIB Coconut Hub Project (KCHP) Fund to Bislig, LGU
4. Memorandum of Agreement for the Fabrication of the Rice Hull Gasifier for the Coconut Hub Project in Alabat Quezon
5. Amendment of Guidelines for the Cost Recovery of Building and Equipment Provided by the Authority under the KANIB Coconut Hub Project (KCHP)
6. Removal of Logistics Support under the KANIB Coconut Hub Project (KCHP)
7. Project Briefs for the Approval of the Coconut Hubs Subject to Submission of Documentary Requirements