

COMMITTEE/ DATE OF MEETING	ACTIONS TAKEN
Corporate Governance Committee	
22 November 2024	Discussed and endorsed to the BOD the following: <ol style="list-style-type: none"> 1. Proposed Revision in the Guidelines on Grant of Year-end Bonus (YED) and Cash Gift 2. Guidelines on the Availment of Special Leave Benefits for Women under R.A. No. 9710 3. Guidelines on Availment of 10-Day Leave under R.A. No. 9262 4. Designation of OIC of Account Administration Unit under Account Servicing Group
10 December 2024	Discussed and endorsed to the BOD the following: <ol style="list-style-type: none"> 1. 2023 Performance-Based Bonus Application 2. Revised Guidelines on Succession Planning 3. Revised Human Resource Manual 4. Hiring of ULFC Personnel

Prepared by:


RIZA M. HERNANDEZ
 CorpGov Secretary



LBP LEASING AND FINANCE CORPORATION

(A LANDBANK SUBSIDIARY)

Board Committees

Activities from January 1 – December 31, 2024

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Corporate Governance Committee	
17 January 2024	Discussed and endorsed to the BOD the following: <ol style="list-style-type: none"> 1. Results of Validation of Board-Level Committee PRS Assessment for CY2023 2. Year 2023 Board Self-Assessment 3. Extension of the Services of Ms. Luz Narciso <p>Noted the discussion on the following:</p> <ol style="list-style-type: none"> 1. Corporate Governance Committee Performance Self-Assessment for CY2023
21 February 2024	Discussed and endorsed to the BOD the following: <ol style="list-style-type: none"> 1. Proposed Revised Strategic Performance Management System (SPMS) 2024 2. Review of the 2024 Succession Plan <p>Noted the discussion on the following:</p> <ol style="list-style-type: none"> 1. 2024 Workforce Plan
19 April 2024	Discussed and endorsed to the BOD the following: <ol style="list-style-type: none"> 1. Grant of Increase in the Uniform/Clothing Allowance for the year 2024 and the years thereafter 2. Grant of Increase in the Amount of Representation and Transportation Allowance (RATA) starting January 2024 3. Corporate Training Plan for 2024 4. Proposed Revisions on the Manual of Corporate Governance
19 July 2024	Approval via Referendum: <ol style="list-style-type: none"> 1. Revised 2022 Performance-Based Bonus (PBB) Forms
17 May 2024	Discussed and endorsed to the BOD the following: <ol style="list-style-type: none"> 1. Service-Level Agreement between LLFC and ULFC 2. 2022 Performance-Based Bonus
22 August 2024	Discussed and endorsed to the BOD the following: <ol style="list-style-type: none"> 1. Revised Guidelines on the Implementation of Solo Parents Welfare Act 2. Guidelines on Designation of Officer-In-Charge 3. Guidelines on Availment of Paternity and Adoption Leave 4. Hiring of Head – Internal Audit Office 5. Hiring of Head – RAMU 6. Designation of Chief Information Officer <p>Noted the discussion on the following:</p> <ol style="list-style-type: none"> 1. Updates on the LLFC and ULC Merger