

BOARD ORIENTATION PROGRAM FOR THE BOARD OF DIRECTORS
SCHEDULE 2022

DATE	PROGRAM
February 9, 2022	On-Boarding Part I - Office of the Corporate Secretary Part II - Corporate Services Group
August 8, 2022	On-Boarding Part I - Office of the Corporate Secretary Part II - Corporate Services Group

Part I – Corporate Secretary

- Members of the Board of Directors
- Mission and Vision
- Products of PHILGUARANTEE
- Powers of the Board under the Charter
- Specific Duties & Responsibilities of the Board
- Role of Chairperson of the Board
- Power and Duties of the President
- Specific Duties and Responsibility of a Director
- Duties and Responsibilities of Board-level Committees
- Pointers for an Effective meeting
- Reminders for the Board members during meeting
- Director & Officer Liability Insurance
- Terms of Office of Appointive Directors and Hold-over Principle
- Fit & Proper Rule
- Reappoint of Appointive Directors
- Schedule of Submission of Requirements of Appointive Directors
- iPED (GCG)
- Annual Performance Assessment required by BSP
- Director's Compensation System and COA Audit Observation Memorandum
- Prior Authority to Engage in Private Business/Vocation/Profession
- Consent & Disclosure requirements from DOF
- Travel Authority
- Organizational Structure
- Oversight Offices
- Compliance Documents
- General Process Flow of Guarantee Programs

Part II – Corporate Services Group Head

- Institutional Briefing

DATE	PROGRAM
August 10, 2022	On-Boarding Part I - Corporate Services Group Part II - Office of the Corporate Secretary

Part I – Corporate Services Group Head

- Institutional Briefing

Part II – Corporate Secretary

- Members of the Board of Directors
- Oversight Offices
- Pointers for an Effective meeting
- Reminders for the Board members during meeting
- Schedule of Meetings and Board and Committee Folios
- Director & Officer Liability Insurance
- Terms of Office of Appointive Directors and Hold-over Principle
- Fit & Proper Rule

Part II – Corporate Services Group Head

- Institutional Briefing