

CORPORATE GOVERNANCE SCORECARD REPORT A

Name of GOCC: CULTURAL CENTER OF THE PHILIPPINES
Sector: Education, Socio-Civic and Culture Sector
Date submitted: 27 March 2024
Year being assessed: 2023
Date assessed:

COMPONENT				GOCC SUBMISSION				GCG VALIDATION	
GRP	ITEM	QUESTION	ANS	GUIDE	COMPLIANCE	ANS	REFERENCE LINK/SUPPORTING DOCUMENTS	ANS	Comments
I. Stakeholder Relationship									
I	1.a	Does the GOCC disclose a policy that: Stipulates the existence and scope of its effort to address customer's welfare?	Y	<i>The GOCC must 1.) identify its stakeholders and 2.) state the policies that were created for the welfare of its customers.</i> <i>The stated policies must not be ambiguous and should include their underlying principles and guidelines.</i>	<i>The CCP Mission Statement indicated the stakeholders of the Center. CCP also has a Corporate Social Responsibility Statement which specified its duties towards its stakeholders.</i>	Y	Please see CCP Mission - https://tinyurl.com/46vjtmx and Corporate Social Responsibility Statement - https://tinyurl.com/bp92cxux		
I	1.b	Does the GOCC disclose a policy that: Elaborates its efforts to interact with the communities in which they operate?	Y	<i>The GOCC must clearly identify its policy on interacting with the communities around it.</i> <i>The identified policy must not be ambiguous and should include its principles and guidelines.</i>	<i>The CCP Objectives identified its policies and principles to the community. The Corporate Social responsibility Statement, on the other hand, articulated the duties and responsibilities of the Center.</i>	Y	Please see the CCP Objectives - https://tinyurl.com/46vjtmx ; and the Corporate Social Responsibility Statement - https://tinyurl.com/bp92cxux		
I	1.c	Does the GOCC disclose a policy that: Ensure that its value chain is environmentally friendly or is consistent with promoting sustainable development?	Y	<i>The GOCC must clearly identify its policy on 1) keeping its value chain environmentally friendly or 2) promoting sustainable development.</i> <i>The identified policy must not only show how the GOCC complies with existing environmental regulations but should also show how it employs value processes</i>	<i>The Corporate Social Responsibility Statement and the Environmental Friendly Value Chain document shows the policies and commitments of CCP on keeping the Center both transparent and accountable to the environment.</i>	Y	Please see the Corporate Social Responsibility Statement - https://tinyurl.com/bp92cxux and see the Environmental Friendly Value Chain - https://tinyurl.com/484usm94		
I	2.a	Does the GOCC disclose the activities that it has undertaken to implement the abovementioned policies? (Customer health and safety)	Y	<i>The GOCC must state the activities it has undergone during the year being assessed to implement its policies on customer health and safety.</i>	<i>The Health and Safety Protocol Guidelines of CCP stated the activities, policies and procedures that ensures the safety of its customers.</i>	Y	Please see the Health and Safety Protocol Guidelines - https://tinyurl.com/yeym9zck		
I	2.b	Does the GOCC disclose the activities that it has undertaken to implement the abovementioned policies? (Interaction with the communities)	Y	<i>The GOCC must state the activities it has undergone during the year being assessed to implement its policies on community interaction.</i> <i>The GOCC must state the dates when the aforementioned activities took place.</i>	<i>The Health and Safety Protocol Guidelines of CCP stated the activities, policies and procedures on how it can help the community and ensure their safety.</i>	Y	Please see the Health and Safety Protocol Guidelines - https://tinyurl.com/yeym9zck		
I	2.c	Does the GOCC disclose the activities that it has undertaken to implement the abovementioned policies? (Environmentally-friendly value chain)	Y	<i>The GOCC must state the activities it has undergone during the year being assessed to implement its policies on promoting sustainable development and/or environmentally-friendly value chain.</i> <i>The GOCC must state the dates when the aforementioned activities took place.</i>	<i>The activities and programs implemented by CCP to promote sustainable development were indicated on the Environment-friendly value chain process.</i>	Y	Please see the Environment-friendly value chain process - https://tinyurl.com/484usm94		
I	3	Does the GOCC have a separate corporate social responsibility (CSR) report/section or sustainability report/section?	Y	<i>The GOCC must identify both (1) the social and environmental issues of its stakeholders and (2) the activities it undertook to address the said issues during the year being assessed.</i> <i>No points will be given if only the stakeholders and their CSR issues are identified.</i>	<i>CCP's Corporate Social Responsibility Statement and Environmental-friendly value chain process specified its duties towards stakeholders. Further, the attached reports to the Climate Change Commission shows the Center's commitment to transparency and accountability to national environmental policies and regulations.</i>	Y	Please see the Corporate Social Responsibility Statement - https://tinyurl.com/bp92cxux ; Environment-friendly value chain process - https://tinyurl.com/484usm94 Quality Assurance and Review Form - https://tinyurl.com/yjfwz2zy Climate Expenditure Form 711 - https://tinyurl.com/msonra2		
I	4	Where stakeholder interests are protected by law, stakeholders should have the opportunity to obtain effective redress for violation of their rights. Does the GOCC provide contact details	Y	<i>The GOCC must have contact details (phone number or email address) specifically for concerns and/or complaints.</i>	<i>The CCP Website's Contact Us Page is accessible to the public. It can be located at every bottom section of the CCP website and webpages.</i>	Y	Please see CCP Website's Contact Us at the bottom of the Webpage - https://tinyurl.com/3jarhm9a		

I	5.a	Performance-enhancing mechanisms for employee participation should be permitted to develop. Does the GOCC explicitly mention the health, safety and welfare policy for its employees?	Y	<i>The GOCC must clearly identify its policy on employee health, welfare and safety. The identified policy must not be ambiguous and should include its principles and guidelines.</i>	<i>The Health and Safety Protocol Guidelines of CCP stated the activities, policies and procedures that ensures the safety and welfare of CCP employees.</i>	Y	Please see the Health and Safety Protocol Guidelines - https://tinyurl.com/yeym9zck		
I	5.b	Does the GOCC publish data relating to health, safety and welfare of its employees?	Y	<i>The GOCC must publish data related to health, safety and welfare of its employees such as, but not limited to, absenteeism and occupational injuries/diseases.</i>	<i>The Health and Safety Protocol Guidelines of CCP stated the activities, policies and procedures that ensures the safety and welfare of CCP employees.</i>	Y	Please see the Health and Safety Protocol Guidelines - https://tinyurl.com/yeym9zck		
I	5.c	Does the GOCC have training and development programmes for its employees?	Y	<i>The training and development programs for employees must have occurred during the year being assessed and there should be a brief description describing each of the programs.</i>	<i>The training and development programs for employees conducted for 2023 were shown and described on the Learning and Development/Training Calendar by CCP-HRMD.</i>	Y	Please see the Learning and Development/Training Calendar for 2023 - https://tinyurl.com/9afjazmn		
I	5.d	Does the GOCC publish data on training and development programs for its employees?	Y	<i>The GOCC must give the name of the program and either the 1.) number of participants per program or 2.) average hours per training held</i>	<i>The training and development programs for employees were disclosed on the Learning and Development/Training Calendar for 2023 by CCP-HRMD.</i>	Y	Please see the Learning and Development/Training Calendar for 2023 - https://tinyurl.com/9afjazmn		
I	6.a	Stakeholders including individual employee and their representative bodies, should be able to freely communicate their concerns about illegal	Y	<i>The GOCC must disclose the actual procedures of their whistleblowing policy for their employees or grievance machinery. Merely stating that they have a</i>	<i>The CCP Whistleblowing Policy articulates in Section VIII the procedures to all employees.</i>	Y	Please see the Whistleblowing Policy - https://tinyurl.com/2tikc79s		
I	6.b	Does the GOCC have procedures to protect an employee/person who reveals illegal/unethical behavior from retaliation?	Y	<i>The GOCC should explicitly disclose the procedures/mechanism in place that protects the whistleblower from retaliation</i>	<i>The CCP Whistleblowing Policy explicitly stated in Section X the procedures that ensures the protection of the Whistleblower against any form of retaliation.</i>	Y	Please see the Whistleblowing Policy - https://tinyurl.com/2tikc79s		

COMPONENT					GOCC SUBMISSION			GCG VALIDATION	
GRP	ITEM	QUESTION	ANS	GUIDE	COMPLIANCE	ANS	REFERENCE LINK/SUPPORTING DOCUMENTS	ANS	REMARKS
II. Disclosure and Transparency									
II	7.a	Does the GOCC's website disclose the following items: Corporate objectives	Y	<i>The GOCC's corporate objectives must be specific, measurable, achievable, realistic and timely. Showing the GOCC's performance scorecard will also be given points.</i>	<i>The CCP Corporate Objectives together with its Vision and Mission were posted on the website. The 2023 Approved Performance Evaluation Scorecard (PES) was also uploaded on the Transparency Seal.</i>	Y	Please see the CCP Mission, Vision and Objectives - https://tinyurl.com/46yftmx ; and the 2023 Approved PES - https://tinyurl.com/49yvh86k		
II	7.b	Does the GOCC's website disclose the following items: Financial performance indicators	Y	<i>Apart from declaring the financial performance indicators in the annual report and audited financial statements, declaring the financial strategic measures in the GOCC's performance scorecard will also merit points.</i>	<i>The financial performance indicators of CCP are declared on the 2022 Audited Financial Statement, which was released by the Commission on Audit (COA) only on 17 May 2023, the 2023 Financial Statement*, and the 2023 Approved PES.</i> <i>* Please note that the pre-approved Financial Statement of CCP has been received by COA and the audit for 2023 is ongoing.</i>	Y	Please see the 2022 Audited Financial Statement - https://tinyurl.com/39pt5t4k ; Pre-approved Financial Statement 2023 (as submitted to COA) - https://tinyurl.com/2s36rptm and the 2023 Approved PES - https://tinyurl.com/49yvh86k		
II	7.c	Does the GOCC's website disclose the following items: Non-financial performance indicators	Y	<i>Apart from declaring the non- financial performance indicators in the annual report and accomplishment reports, declaring the non-financial strategic measures in the GOCC's performance scorecard will also merit points.</i>	<i>CCP declared its non-financial performance indicators on the 2023 Approved PES and Quarterly Monitoring Reports.</i>	Y	Please see the 2023 Approved PES - https://tinyurl.com/49yvh86k 1st Quarter Monitoring Report https://tinyurl.com/vpd4hvpk 2nd Quarter Monitoring Report https://tinyurl.com/ymhw49kr 3rd Quarter Monitoring Report https://tinyurl.com/2hacwx9		
II	7.d	Does the GOCC's website disclose the following items: Details of whistle-blowing policy	Y	<i>The GOCC must disclose the actual procedures of their whistleblowing policy for their stakeholders. Merely stating that they have a whistleblowing policy will not suffice.</i>	<i>The Whistleblowing Policy Section VIII. Guidelines indicated the procedures were uploaded on the Transparency Seal of CCP. It is accessible for both employees and stakeholders of the Center.</i>	Y	Please see the Whistleblowing Policy - https://tinyurl.com/2tikc79s		
II	7.e	Does the GOCC's website disclose the following items: Biographical details (at least age, qualifications, date of first appointment, relevant experience, and any other directorships of listed companies) of directors/commissioners	Y	<i>All of the biographical details of ex officio and appointive directors being asked by the item must be provided, otherwise no point will be given should there be a missing detail.</i>	<i>The biographical details of the Board of Trustees were uploaded on the Transparency Seal of CCP under II. List of CCP Officials and Contact Information.</i>	Y	Please see the Resume of CCP Board of Trustees - https://tinyurl.com/2cex8euu		
II	7.f	Does the GOCC's website disclose the following items: Training and/or continuing education programme attended by each director/commissioner	Y	<i>All the trainings of Appointive Directors up until the year being assessed must be disclosed. If the Appointive Director did not attend a meeting on the year being assessed, a statement regarding his lack of training must be made in order to garner points for this item.</i>	<i>Trainings of the Board of Trustees were disclosed in the resume uploaded on the Transparency Seal of CCP under II. List of CCP Officials and Contact Information.</i>	Y	Please see the Resume of CCP Board of Trustees - https://tinyurl.com/2cex8euu		
II	9	Does the GOCC's website contain a statement confirming the company's full compliance with the code of corporate governance and where there is non-compliance, identify and explain reasons for each such issue?	Y	<i>The GOCC must state that it fully complies with the code of corporate governance and if there is non-compliance, it must explain the reason for the non-compliance.</i> <i>Merely stating that the GOC "generally complies" with the code of corporate governance will not be taken as full compliance and will not garner any points</i>	<i>The CCP issued a statement indicating it fully complies with the code of corporate governance. It also stated the Board of Trustees delegated its duties and responsibilities through a ten Board-level Committees.</i>	Y	Please see the Overall Compliance of CCP to the Corporate Governance Structure and Practices - https://tinyurl.com/3f4da29j		

COMPONENT					GOCC SUBMISSION			GCG VALIDATION	
GRP	ITEM	QUESTION	ANS	GUIDE	COMPLIANCE	ANS	REFERENCE LINK/SUPPORTING DOCUMENTS	ANS	REMARKS
III. Board Responsibility									
III	11.a	Has the Board of Directors reviewed the vision and mission/ strategy in the last financial year?	Y	<i>The GOCC must disclose that the Board has reviewed the mission, vision and strategy during the year being assessed. The date of review must also be indicated. Merely stating the GOCC's mission, vision and strategy, and posting documents (strategy map and scorecard) will not be given points.</i>	<i>As part of the Board's overall responsibility, they reviewed and approved the Vision and Mission of CCP which was indicated on the Secretary's Certificate of the CCP Board Resolution No. 4.</i>	Y	<i>Please see the Secretary's Certificate of the CCP Board Resolution No. 4 - https://tinyurl.com/ycxes2vu</i>		
III	11.b	Does the Board of Directors monitor/oversee the implementation of the corporate strategy?	Y	<i>There should be a disclosure on how the Board oversees the implementation of the corporate strategy.</i>	<i>The Part IV Sec. 2 of the Manual of Corporate Governance and Vol. I, Sec. I: Organizational Profile and Section II: Corporate Strategic Plan of the CCP Operations Manual indicated the responsibility of the Board to oversee the implementation of the Corporate Strategy.</i>	Y	<i>Please see the Manual of Corporate Governance - https://tinyurl.com/vuah8km ; and the CCP Operations Manual - Vol. I - https://tinyurl.com/2e5auknh and Vol. II - https://tinyurl.com/3pkw6knw.</i>		
III	13.a	Are the details of the code of ethics or conduct disclosed?	Y	<i>The details of the Code of Ethics or Conduct must be disclosed. Merely stating that the GOCC has a Code of Ethics without divulging information on the coverage of the Code or how breaches are handled will not suffice.</i>	<i>Indicated on the Part VII Sec. 2 of the CCP Manual of Corporate Governance. Also, CCP has its own Code of Conduct which was uploaded on the Transparency Seal page where it is accessible for the mass.</i>	Y	<i>Please see the Manual of Corporate Governance - https://tinyurl.com/vuah8km ; and the Code of Ethics/Conduct - https://tinyurl.com/422r8tmm</i>		
III	13.b	Does the GOCC disclose that all Directors/Commissioners, senior management and employees are required to comply with the code?	Y	<i>It must be explicitly stated that all the Directors, senior management and the employees are required to comply with the Code. If the Code is only for employees, the item will be marked as "N."</i>	<i>The Code of Conduct of CCP is applicable to its Trustees, Senior Management, and Employees.</i>	Y	<i>Please see the Code of Ethics/Conduct - https://tinyurl.com/422r8tmm</i>		
III	13.c	Does the company disclose how it implements and monitors compliance with the code of ethics or conduct?	Y	<i>Examples of activities done in order to implement or monitor compliance with the Code of Ethics/Conduct are: -communicating the code to all existing and new employees and directors - making the code available on the company intranet for ease of access - requiring all parties to declare annually that they have complied with the code of ethics or conduct</i>	<i>The Code of Conduct of CCP is applicable to its Trustees, Senior Management, and Employees. This has been communicated to all employees and uploaded to the CCP Transparency Seal for ease of access.</i>	Y	<i>Please see the Code of Ethics/Conduct - https://tinyurl.com/422r8tmm</i>		
III	14	Does the Board appoint a Nomination Compensation / Remuneration Committee?	Y	<i>The GOCC must disclose the names of all of the members of its Nomination, Compensation / Remuneration Committee during the year being assessed. Merely stating the name of the office/agency of the Ex Officio Member will not suffice and will not garner any points.</i>	<i>CCP disclosed the composition of the Nomination Compensation and Remuneration Committee and was uploaded to the Transparency Seal.</i>	Y	<i>Please see the Nomination and Remunerations Committee Composition for 2023 - https://tinyurl.com/yx6z4af4</i>		
III	15	Did the Nomination Compensation/Remuneration Committee meet at least twice during the year?	Y	<i>The GOCC must publish the meeting attendance records during the year being assessed.</i>	<i>The Committee held meetings for the months of September, October, and November 2023. The minutes were uploaded to the Transparency Seal page.</i>	Y	<i>Please see the Minutes of the Nomination and Remuneration Committee for September 2023 - https://tinyurl.com/yjv73ccr - Minutes of the Nomination and Remuneration Committee for October 2023 - https://tinyurl.com/34z96fv2 - Minutes of the Nomination and Remuneration Committee for November 2023 - https://tinyurl.com/ywik3e3r</i>		

III	16	If yes, is the report of the Nomination Compensation/Remuneration Committee publicly disclosed?	Y	<i>The GOCC must publish an accomplishment report of the committee and/or minutes of the meetings held.</i>	<i>The Accomplishment Report for 2023 and the Minutes of the Nomination, Compensation and Remuneration Committee for the months of September, October, and November was uploaded to the Transparency Seal.</i>	Y	Please see the accomplishment report for 2023 - https://tinyurl.com/43nz2xsd Minutes of the Nomination and Remuneration Committee for September 2023 - https://tinyurl.com/yjy73ccr Minutes of the Nomination and Remuneration Committee for October 2023 - https://tinyurl.com/34z96fy2 Minutes of the Nomination and Remuneration Committee for November 2023 - https://tinyurl.com/vwik3e3r		
III	17	Does the Board appoint an Audit Committee?	Y	<i>The GOCC must disclose the names of all of the members of its Audit Committee during the year being assessed. Merely stating the name of the office/agency of the Ex Officio Member will not suffice and will not garner any points.</i>	<i>CCP disclosed the composition of the Audit and Investment Committee and was uploaded to the Transparency Seal.</i>	Y	Please composition of the Audit and Investment Committee composition for 2023 - https://tinyurl.com/5yb7kdk3		
III	18	If yes, is the report of the Audit Committee publicly disclosed?	Y	<i>The GOCC must publish an accomplishment report of the committee and/or minutes of the meetings held.</i>	<i>The Accomplishment Report for 2023 of the Audit and Investment Committee was uploaded to the Transparency Seal.</i>	Y	Please see the Audit Committee Accomplishment Report for 2023 - https://tinyurl.com/22vk8ez4		
III	19	Does at least one member of the Audit Committee have an audit, accounting or finance background (qualification or experience)?	Y	<i>The educational qualifications and/or work experience of the Audit Committee Members should be disclosed. At least one of the Audit Committee Members must have an audit, accounting or finance educational or work background in order to garner points for this item.</i>	<i>The Audit Committee members, Dr. Laya and Mr. Carandang, have Audit and Finance Background which were also indicated in the Resume of Board of Trustees and Officers and Committee composition for 2023.</i>	Y	Please see the PDS (page 1) of Dr. Laya - https://tinyurl.com/vtxvvh9n PDS (page 1) of Mr. Carandang - https://tinyurl.com/vc8y3666 Resume of CCP Board of Trustees - https://tinyurl.com/2cex8euu Composition of the Audit and Investment Committee composition for 2023 - https://tinyurl.com/5yb7kdk3		

III	20	Did the Audit Committee meet at least four times during the year?	Y	<i>The GOCC must disclose all the audit committee meetings held during the year being assessed.</i>	<i>The Audit and Investment Committee met seven (7) times and were stated in the Accomplishment Report for 2023, and Minutes of the Meetings.</i>	Y	Please see the Audit Committee Report for 2023 - https://tinyurl.com/2c266mzn Minutes of the Audit and Investment Committee for 12 January 2023 - https://tinyurl.com/4k8rfac2 Minutes of the Audit and Investment Committee for 25 January 2023 - https://tinyurl.com/zynr42pr Minutes of the Audit and Investment Committee for 9 August 2023 - https://tinyurl.com/2rv544sf Minutes of the Audit and Investment Committee for 15 September 2023 - https://tinyurl.com/322dmuaa Minutes of the Audit and Investment Committee for 11 October 2023 - https://rb.gy/hclix2 Minutes of the Audit and Investment Committee for 8 November 2023 - https://tinyurl.com/4hwjab52		
III	21	Does the Board appoint a Risk Management Committee?	Y	<i>The GOCC must disclose the names of all of the members of its Risk Management Committee during the year being assessed. Merely stating the name of the office/agency of the Ex Officio Member will not suffice and will not garner any points.</i>	<i>CCP disclosed the Risk Management Committee and was uploaded to the Transparency Seal.</i>	Y	Please see Risk Management Committee composition for 2023 https://tinyurl.com/4db95rv2		
III	22	If yes, is the report on Risk Management Committee publicly disclosed?	Y	<i>The GOCC must publish an accomplishment report of the committee and/or minutes of the meetings held.</i>	<i>The Risk Management Committee Report for 2023 is uploaded on the CCP Transparency Seal.</i>	Y	Please see the Risk Management Committee Accomplishment Report for 2023 - https://tinyurl.com/bdcp944v Minutes of the Risk Management Committee Meeting for 6 September 2023 - https://tinyurl.com/mpv8n4rd		
III	23	Does at least one member of the Risk Management Committee have a background in finance and investments?	Y	<i>The educational qualifications and/or work experience of the Risk Management Committee Members should be disclosed. At least one of the Risk Management Committee Members must have an investment and finance educational or work background in order to garner points for this item.</i>	<i>The Risk Management Committee member Dr. Laya has a Audit and Finance Background which were also indicated in the Resume of Board of Trustees and Officers and the composition for 2023.</i>	Y	Please see the PDS (page 1) of Dr. Laya - https://tinyurl.com/ytxvvh9n and the Resume of CCP Board of Trustees - https://tinyurl.com/2cex8euu ; Risk Management Committee composition for 2023 - https://tinyurl.com/4db95rv2		
III	24.a	Are the Board of Directors meetings scheduled at the beginning of the year? (end of Q1)	Y	<i>The GOCC must explicitly disclose that the meetings held on the year being assessed were scheduled well in advance and when they were scheduled.</i>	<i>The meetings of the Board of Trustees were scheduled in advance and were stated in the Notice of Board Meeting for 2023.</i>	Y	Please see the Notice of Board Meeting 2023 - https://tinyurl.com/bdcm3p8		
III	24.b	Does the Board of Directors meet at least monthly?	Y	<i>The GOCC must show its attendance records that there were monthly meeting held.</i>	<i>The Board of Trustees met monthly as stated in the FY 2023 CCP Board Attendance.</i>	Y	Please see the FY 2023 CCP Board Attendance - https://tinyurl.com/3ncb6fzx		
III	24.c	Did the Board of Directors meet on at least 75% on their scheduled meetings?	Y	<i>In order to garner points for this item, the GOCC must be able to first prove that meetings were scheduled in advance (Q. 24.a.) After which, a schedule of actual meetings held must be shown to prove that the Board met on at least 75% of their scheduled meetings.</i>	<i>The Board of Trustees met 100% on their scheduled meeting as stated in the Notice of Board Meeting 2023 and FY 2023 CCP Board Attendance.</i>	Y	Please see the Notice of Board Meeting 2023 - https://tinyurl.com/2vwne22 ; and the FY 2023 CCP Board Attendance - https://tinyurl.com/3ncb6fzx		
III	24.d	Has each of the directors/commissioners attended at least 90% of all the board meetings held during the year?	Y	<i>All of the attendance of Appointive and Ex Officio/Alternate Directors must be considered and all of them should have attended at least 90% of the board meetings held during the year in order to garner points for this item.</i>	<i>The Board of Trustees attended at least 90% of all the board meetings held in 2023 as stated in the FY 2023 CCP Board Attendance.</i>	Y	Please see the FY 2023 CCP Board Attendance - https://tinyurl.com/3ncb6fzx		

III	24.e	Did the Board of Directors meet separately at least once during the year without the President/CEO present?	Y	The GOCC must explicitly state a meeting held on a specific date wherein the Board met without the President/CEO present.	For 2023, the Board of Trustees did not meet separately without the President of the CCP as indicated on the FY 2023 CCP Board Attendance.	N	According to the Board Attendance for 2023 there was no meetings where the Board met without the President - https://tinyurl.com/3ynyzdsk		
III	25.a	Does the GOCC have a policy that stipulates board papers for Board of Directors/Commissioners meetings be provided to the Board at least three (3) working days in	Y	The GOCC must clearly disclose that the Board was provided with the board papers for the upcoming meeting at least 3 working days in advance of the said meeting.	Corporate Secretary Staff gathered board materials and references from the Committee Secretariat, at least 3 working days in advance, for distribution to the Board of Trustees.	Y	Please see the email notice and confirmation of receipt of BOT documents for November meeting - https://tinyurl.com/bdh584v8		
III	25.b	Is the Board Secretary trained in legal, accountancy or company secretarial practices?	Y	The GOCC should disclose the educational and work background of the Corporate Secretary. In order to garner points for this item, there should be proof that the Corporate Secretary has legal, accountancy or secretarial educational/work background.	The Board Secretary, Atty. Krischelle Matas, Attorney V of CCP, has legal background. The Corporate Secretary profile was uploaded to the Transparency Seal.	Y	Please see the Secretary's Certificate of the CCP Board Resolution No. 21 - https://tinyurl.com/y5sdxfkj ; and the Corporate Secretary profile - https://tinyurl.com/bddjmfaf		
III	26.a	Does the company have a separate internal audit function?	Y	There should be a clear showing that there is a separate internal audit function in the GOCC, whether it be a singular internal auditor, an entire internal audit department or an external firm. If it is a secondary function of an existing staff or department, the GOCC will not garner points for this item.	CCP has an Internal Audit Department (IAD). It is stated on Part V Sec. 5 of the CCP Manual of Corporate Governance that the Center have "an independent internal audit system which shall be implemented by an Internal Auditor or a group of Internal Auditors, through which its Board, Senior Management, and stakeholders shall be provided with reasonable assurance that its key organizational and procedural controls are effective, appropriate, and complied with."	Y	Please see the Manual of Corporate Governance - https://tinyurl.com/vuah8km		
III	26.b	Does the appointment and removal of the internal auditor require the recommendation of the Audit Committee?	Y	The GOCC should explicitly state that the appointment and removal of the internal auditor require the approval of the Audit Committee. Should the charter of the GOCC provide for another mode of appointment/removal of the internal auditor, this should also be stated in order for the assessors to consider such issue.	The Manual of Corporate Governance Part VI under Sec. 1.3 states "Unless sooner removed for just cause, the Chairman of the [Audit] Committee shall serve for a period of one (1) year renewable at the discretion of the Board."	Y	Please see the page 20 of the Manual of Corporate Governance - https://tinyurl.com/vuah8km		
III	27.a	Does the company disclose the internal control procedures/risk management systems it has in place?	Y	The GOCC must name all the key internal control procedures and its risk management system. There should also be an assignment of responsibilities in order to garner points for this item	The Risk Management Manual under Sec. 3.3.3 stipulates in Part VI, Sec. 1.3 states the assigning of responsibilities to the Risk Management Committee.	Y	Please see the Risk Management Manual of CCP - https://tinyurl.com/58dsdden		
III	27.b	Does the Annual Report disclose that the board of directors/commissioners has conducted a review of the company's material controls (including operational, financial and compliance controls) and risk management systems?	Y	The GOCC's annual report must explicitly state that the Board conducted a review of the company's risk management system and material controls during the year being assessed.	The Manual of Corporate Governance Part VI under Sec. 1.3 states that the Risk Committee is "consist of at least three (3) [Board of] Trustees."	Y	Please see the Manual of Corporate Governance - https://tinyurl.com/vuah8km		
III	27.c	Does the company disclose how key risks are managed?	Y	The GOCC must disclose all of its key risks (operational, compliance and financial) and how they are being managed. Merely disclosing a list of risks will not garner any points.	It is indicated on Part VI Sec. 1.3.6 of Manual of Corporate Governance the following key risks: 1. Credit 2. Market 3. Liquidity 4. Operational 6. Legal 7. Reputational 8. Other risks of the GOCC For the risk management processes, it is stipulated on the Risk Management Manual of CCP under Item No. 4 Process.	Y	Please see the Manual of Corporate Governance - https://tinyurl.com/vuah8km and the Risk Management Manual of CCP - https://tinyurl.com/58dsdden		
III	27.d	Does the Annual Report contain a statement from the Board of Directors or Audit Committee commenting on the adequacy of the GOCC's internal controls/risk management systems?	Y	The GOCC's Board or Audit Committee must explicitly state that the GOCC's risk management systems and internal controls are adequate	It is indicated in the Item No. 1. Principles of the Risk Management Manual.	Y	Please see the Risk Management Manual of CCP - https://tinyurl.com/58dsdden		
III	28	Do different persons assume the roles of Chairman and CEO?	Y	The GOCC's PCEO and Chairman during the year being assessed must be clearly identified in the website. An N/A rating will be given should the GOCC's charter provide that the Chairman and PCEO positions must be held by a single person.	The Resume of Board of Trustees states that the positions of Chairman of the Board, and President, are held by two different persons. The Chairman of the Board is Jaime C. Laya, Ph.D, while the President ad interim is Michelle Nikki Junia.	Y	Please see the Resume of CCP Board of Trustees - https://tinyurl.com/2cex8euu		

III	29.a	Does the GOCC have orientation programs for new Directors?	Y	<i>The GOCC must not only state that it has an orientation programs for Directors. Details and/or coverage of the orientation program must be disclosed in order to garner points for this item.</i>	<i>It is indicated in the Orientation and Education Program for Senior Management of CCP.</i>	Y	Please see the Orientation and Education Program for Senior Management 2023 - https://tinyurl.com/5n88xr9d Orientation and Education Program for Senior Management 2023 Annex: List of Names - https://tinyurl.com/7tnvsczi		
III	29.b	Does the GOCC have a policy that encourages Directors/Commissioners to attend on-going or continuous professional education programs?	Y	<i>Apart from stating the GOCC's training policy and continuous education programs for its Directors, the GOCC may also state that it has a training budget allocated for the Directors on the year being assessed.</i>	<i>It is indicated in the Orientation and Education Program for Senior Management of CCP.</i>	Y	Please see the Orientation and Education Program for Senior Management 2023 - https://tinyurl.com/5n88xr9d Orientation and Education Program for Senior Management 2023 Annex: List of Names - https://tinyurl.com/7tnvsczi		
III	29.c	Did all Appointive Directors attend at least 1 training for the calendar year?	Y	<i>The GOCC must disclose that each Appointive Director attended at least one (1) training during the year being assessed. If there is an Appointive Director who did not attend at least one (1) training the GOCC will not garner points for this item.</i>	<i>It is indicated on the Resume of Board of Trustees the trainings that they attended.</i>	Y	Please see the Resume of CCP Board of Trustees - https://tinyurl.com/2cex8euu		
III	30.a	Is an annual performance assessment conducted of the Board of Directors?	Y	<i>The GOCC should conduct its own Board Appraisal which is different from GCG's internet-Based Performance Evaluation for Directors (IPED). It must be readily apparent when the said Board Appraisal was conducted in order to garner points for this item.</i>	<i>CCP conducted its own appraisal for the performance of the Board of Trustees and its Committees.</i>	Y	Please see the CCP Board Appraisal 2023 - https://tinyurl.com/4h4xtdtf		
III	30.b	Does the GOCC disclose the process followed in conducting the Board assessment?	Y	<i>The GOCC must disclose the entire process involved in undertaking the Board Appraisal.</i>	<i>The criteria and process for CCP's appraisal for the performance of the Board of Trustees and its Committees were clearly stated in the forms and email sent.</i>	Y	Please see the CCP Board Appraisal 2023 - https://tinyurl.com/4h4xtdtf		
III	30.c	Does the GOCC disclose the criteria used in the Board assessment?	Y	<i>The GOCC should clearly state all the criteria that the Board Members used in their Board Appraisal.</i>	<i>The criteria for CCP's appraisal for the performance of the Board of Trustees and its Committees were clearly stated in the forms.</i>	Y	Please see the CCP Board Appraisal 2023 - https://tinyurl.com/4h4xtdtf		
III	31	Is an annual performance assessment conducted of the Board of Directors Committees?	Y	<i>The GOCC should conduct an Appraisal of its Committees' performance during the year being assessed. It must be readily apparent when the said Committee Appraisal was conducted in order to garner points for this item.</i>	<i>CCP conducted its own appraisal for the performance of the Board of Trustees and its Committees.</i>	Y	Please see the CCP Board Appraisal 2023 - https://tinyurl.com/4h4xtdtf		