

CORPORATE GOVERNANCE SCORECARD REPORT A

Name of GOCC: CULTURAL CENTER OF THE PHILIPPINES
Sector: Education, Socio-Civic and Culture Sector
Date submitted: 26 March 2025
Year being assessed: 2024
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>CCP's Mission Statement indicates the stakeholders of the Center. Also, CCP has a Corporate Social Responsibility (CSR) Statement which specifies its duties and responsibilities towards its stakeholders as well.</i>	Y	Please see CCP Mission - https://culturalcenter.gov.ph/about/ CCP's CSR Statement - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Corporate-Social-Responsibility-Statement-of-CCP.pdf		
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>CCP's Objectives, updated as of 2025, identified its policies and principles to the community. The CSR Statement, on the other hand, articulated the Center's duties and responsibilities.</i>	Y	Please see the CCP Objectives - https://culturalcenter.gov.ph/about/ CCP's CSR Statement - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Corporate-Social-Responsibility-Statement-of-CCP.pdf		
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 that reduce waste and damage to the environment. The policy should also not be ambiguous and should include its principles and guidelines.</i>	<i>Both the CSR Statement and the CCP's Environment Friendly Value Chain compliance shows that policies are in place and the Center is committed to be transparent and accountable to the environment.</i>	Y	Please see CCP's CSR Statement - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Corporate-Social-Responsibility-Statement-of-CCP.pdf Please see the Center's Environment Friendly Value Chain - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/CCP-Environment-Friendly-Value-Chain-Process-18Feb25.pdf		
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 GOCC must state the dates when the aforementioned activities took place.</i>	<i>The Health and Safety Protocol Guidelines of CCP articulates the activities, policies and procedures which ensures the safety and wellbeing of its clients and customers.</i>	Y	Please see the Health and Safety Protocol Guidelines - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Health-and-Safety-Protocol-Guidelines-Handbook.pdf		
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>Similar to the previous item, the Health and Safety Protocol Guidelines articulates the activities, policies and procedures that ensures the safety and wellbeing of its stakeholders.</i>	Y	Please see the Health and Safety Protocol Guidelines - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Health-and-Safety-Protocol-Guidelines-Handbook.pdf		

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>	All activities and programs of CCP specific to promoting sustainable development were indicated in the Environment-Friendly Value Chain Process.	Y	Please see the Center's Environment Friendly Value Chain - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/CCP-Environment-Friendly-Value-Chain-Process-18Feb25.pdf		
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>	CCP's CSR Statement and Environment-Friendly Value Chain Process specified the Center's duties towards its stakeholders. Further, the attached reports to the Climate Change Commission (CCC) shows the Center's commitment to transparency and accountability to the National Government's environmental policies and regulations.	Y	Please see CCP's CSR Statement - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Corporate-Social-Responsibility-Statement-of-CCP.pdf Please see the Center's Environment Friendly Value Chain - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/CCP-Environment-Friendly-Value-Chain-Process-18Feb25.pdf Quality Assurance and Review Form and Climate Expenditure Form 711 - https://culturalcenter.gov.ph/wp-content/uploads/2025/03/QAR-FORM-711-for-FY-2026.pdf		
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 via the company's website or Annual Report which stakeholders (e.g. customers, suppliers, general public etc.) can use to voice their concerns and/or complaints for possible violation of their rights?	Y	<i>The GOCC must have contact details (phone number or email address) specifically for concerns and/or complaints.</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. Moreover, there is now an email address for the Center's Public Assistance and Complaints Desk (PACD).	Y	Please see CCP Website's Contact Us and PACD email address at the bottom of the website - https://culturalcenter.gov.ph/about/		
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.</i> <i>The identified policy must not be ambiguous and should include its principles and guidelines.</i>	The Health and Safety Protocol Guidelines of CCP articulates the activities, policies and procedures also ensures the safety and wellbeing of all its officials, rank and file, contract of service, and casual employees.	Y	Please see the Health and Safety Protocol Guidelines - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Health-and-Safety-Protocol-Guidelines-Handbook.pdf		
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>	Similar to the previous item, the Health and Safety Protocol Guidelines of CCP articulates the activities, policies and procedures, which ensures the safety and wellbeing of all employees.	Y	Please see the Health and Safety Protocol Guidelines - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Health-and-Safety-Protocol-Guidelines-Handbook.pdf		
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>	The training and development programs for employees conducted on 2024 were shown and described on the Learning and Development/Training Calendar by CCP's Training and Development Division (TDD), Human Resource Management Department (HRMD).	Y	Please see the Learning and Development/Training Calendar for 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/2024-Training-Calendar-updated.pdf		
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>	CCP's TDD, HRMD scheduled and implemented all training and development programs for employees stated in the Learning and Development/Training Calendar for 2024.	Y	Please see the Learning and Development/Training Calendar for 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/2024-Training-Calendar-updated.pdf		

I	6.a	Stakeholders including individual employee and their representative bodies, should be able to freely communicate their concerns about illegal or unethical practices to the board and their rights should not be compromised for doing this. Does the GOCC have procedures for complaints	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 policy will not suffice.</i>	Section VIII of the CCP Whistleblowing Policy (2023) articulates the procedures to all employees.	Y	Please see the Whistleblowing Policy (2023) - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/CCP-Whistleblowing-Guidelines-and-Policy.pdf		
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>	Section X of the CCP Whistleblowing Policy (2023) explicitly states the procedures which ensures the protection of the Whistleblower against any form of retaliation.	Y	Please see the Whistleblowing Policy (2023) - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/CCP-Whistleblowing-Guidelines-and-Policy.pdf		

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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>CCP's Objectives along with its Mission and Vision, is posted on the website. The 2024 GCG-Approved Performance Evaluation Scorecard (PES) was also uploaded on the Transparency Seal webpage.</i>	Y	Please see the CCP Mission, Vision and Objectives - https://culturalcenter.gov.ph/about/ ; and the 2024 GCG-Approved PES - https://culturalcenter.gov.ph/wp-content/uploads/2024/04/2024-CCP-PES-Target-Approved-by-GCG.pdf		
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 2023 Audited Financial Statement (AFS), from the Commission on Audit (COA) on 07 May 2024, in the 2024 Financial Statement*, and the GCG-Approved 2024 PES. * Please note that this is a pre-approved Financial Statement of CCP as the audit for 2024 is ongoing.</i>	Y	Please see the 2023 Audited Financial Statement - https://culturalcenter.gov.ph/wp-content/uploads/2024/07/2023-Audited-Financial-Statement.pdf ; Pre-approved Financial Statement 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/03/Unaudited-Financial-Statements-2024-2023.pdf and the 2024 Approved PES - https://culturalcenter.gov.ph/wp-content/uploads/2024/04/2024-CCP-PES-Target-Approved-by-GCG.pdf		
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 disclosed its non-financial performance indicators in the Approved 2024 PES and in the Quarterly Monitoring Reports (QMR).</i>	Y	Please see the 2024 Approved PES - https://culturalcenter.gov.ph/wp-content/uploads/2024/04/2024-CCP-PES-Target-Approved-by-GCG.pdf 1st Quarter Monitoring Report https://culturalcenter.gov.ph/wp-content/uploads/2024/05/PES-Form-4-Q1-2024.pdf 2nd Quarter Monitoring Report https://culturalcenter.gov.ph/wp-content/uploads/2024/08/2.-PES-Form-4-Q2-2024.pdf 3rd Quarter Monitoring Report https://culturalcenter.gov.ph/wp-content/uploads/2024/11/2.-PES-Form-4-Q3-2024.pdf		
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>In the CCP Whistleblowing Policy, Section VIII articulated the guidelines and procedures. This was also uploaded on the Transparency Seal and accessible to both employees and stakeholders of the Center.</i>	Y	Please see the Whistleblowing Policy - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/CCP-Whistleblowing-Guidelines-and-Policy.pdf		
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 latest biographical details of the Board of Trustees were uploaded on the Transparency Seal of CCP under Section II. List of CCP Officials and Contact Information.</i>	Y	Please see the Resume of CCP Board of Trustees - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/1-Resume-of-BOT-Updated-December-2024-Edited.pdf		

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 also disclosed in the resume uploaded on the Transparency Seal of CCP under Section II. List of CCP Officials and Contact Information.</i>	Y	Please see the Resume of CCP Board of Trustees - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/1-Resume-of-BOT-Updated-December-2024-Edited.pdf		
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 disclosing 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://culturalcenter.gov.ph/wp-content/uploads/2024/03/Compliance-with-the-Code-of-Corporate-Governance.pdf		

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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, the latest CCP Strategy Map, which includes the Vision and Mission of CCP was reviewed and approved by the Board of Trustees as stated in the Secretary's Certificate of the CCP Board Resolution No. 72. of 2024.</i>	Y	<i>Please see the Secretary's Certificate of CCP Board Resolution No. 72. of 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/03/CCP-Board-Resolution-No.-72-on-Approval-of-Strategy-Map-21Mar25.pdf</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>It is stated and cited in Article IV, Sec. 7 of the Manual of Corporate Governance (2022), and Sec. I: Organizational Profile, and Sec. II: Corporate Strategic plan of the CCP Operations Manual (2022), that the Board of Trustees's is responsible for overseeing the overall implementation of the Corporate Strategy.</i> <i>Note: As of date of reporting, CCP's Manual of Corporate Governance is undergoing revisions as recommended by the GCG last 07 October 2024. The revised version has yet to be re-submitted for evaluation and approval by the GCG.</i>	Y	<i>Please see the Manual of Corporate Governance - https://culturalcenter.gov.ph/wp-content/uploads/2024/07/CCP-Manual-of-Corporate-Governance-19-Jan-2022.pdf; and the CCP Operations Manual - Vol. I - https://culturalcenter.gov.ph/wp-content/uploads/2024/03/Volume-I-Operations-Manual-ver-12.06.2022.pdf and Vol. II - https://culturalcenter.gov.ph/wp-content/uploads/2024/03/Volume-II-Operations-Manual-ver-12.06.2022.pdf.</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>It is stated in Article VII, Sec. 2 of the Manual of Corporate Governance, that all of CCP's employees, including the Board of Trustees and Officials, strictly adheres to its Code of Conduct and Ethical Standards policy. The latter of which was uploaded and accessible through the Center's Transparency Seal webpage.</i>	Y	<i>Please see the Manual of Corporate Governance - https://culturalcenter.gov.ph/wp-content/uploads/2024/07/CCP-Manual-of-Corporate-Governance-19-Jan-2022.pdf; and the Code of Conduct/Ethics - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Code-of-Conduct.pdf</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>It is explicitly stated in the Scope of the Code of Conduct, that the policy is applicable to all employees regardless of their appointment status</i>	Y	<i>Please see the Code of Conduct/Ethics - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Code-of-Conduct.pdf</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:</i> <i>-communicating the code to all existing and new employees and directors</i> <i>- making the code available on the company intranet for ease of access</i> <i>- 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 has been communicated to all employees and uploaded to the Center's Transparency Seal webpage.</i>	Y	<i>Please see the Code of Conduct/Ethics - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Code-of-Conduct.pdf</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 2024 composition of the Nomination Compensation and Remuneration Committee and uploaded to the Transparency Seal webpage.</i>	Y	Please see the Board of Trustees Committee composition (2024) - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/COMMITTEE-E-COMPOSITION-as-of-16-October-2024.pdf		
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 January, April and August 2024. The minutes were also uploaded to the Transparency Seal page.</i>	Y	Please see the Minutes of the Nomination and Remuneration Committee for 15 January 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-NRC-15-January-2024.pdf Minutes of the Nomination and Remuneration Committee for 26 April 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-NRC-26-April-2024.pdf Minutes of the Nomination and Remuneration Committee for 07 August 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-NRC-7-August-2024.pdf		
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/Annual Report for 2024 and the Minutes of the Nomination, Compensation and Remuneration Committee for the months of January, April and August was uploaded to the Transparency Seal.</i>	Y	Please see the Accomplishment/Annual Report for 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/01/Nominations-and-Remunerations-Annual-Report-for-2024.pdf Minutes of the Nomination and Remuneration Committee for 15 January 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-NRC-15-January-2024.pdf Minutes of the Nomination and Remuneration Committee for 26 April 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-NRC-26-April-2024.pdf Minutes of the Nomination and Remuneration Committee for 07 August 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-NRC-7-August-2024.pdf		

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 2024 composition of the Audit and Investment Committee and was uploaded to the Transparency Seal.</i>	Y	Please see the Board of Trustees Committee composition (2024) - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/COMMITTEE-COMPOSITION-as-of-16-October-2024.pdf		
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 Annual Report for 2024, which includes accomplishments for the year assessed, of the Audit and Investment Committee was uploaded to the Transparency Seal.</i>	Y	Please see the Audit Committee Report for 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/01/Audit-Committee-Report-or-2024.pdf		
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 Ms. del Pilar, have Audit and Finance Background which were also indicated in the Resume of Board of Trustees and Audit and Committee composition for 2024.</i>	Y	Please see resume of Dr. Laya - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/Resume-of-BOT-JCL.pdf Please see resume of Ms. del Pilar - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/Resume-of-BOT-MHD.pdf Please see the Resume of CCP Board of Trustees - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/1-Resume-of-BOT-Updated-December-2024-Edited.pdf Please see the Board of Trustees Committee composition (2024) - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/COMMITTEE-COMPOSITION-as-of-16-October-2024.pdf		

III	20	Did the Audit Committee meet at least four times during the year?	Y	The GOCC must disclose all the audit committee meetings held during the year being assessed.	The Audit and Investment Committee met nine (9) times and were stated in the Annual Report for 2024, and Minutes of the Meetings. Please click on the column in excel to see all the links to the minutes of the meetings.	Y	<p>Please see the Audit Committee Annual Report for 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/01/Audit-Committee-Report-or-2024.pdf</p> <p>Minutes of the Audit and Investment Committee for 12 January 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-AIC-12-January-2024.pdf</p> <p>Minutes of the Audit and Investment Committee for 14 February 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-Audit-Committee-14-February-2024.pdf</p> <p>Minutes of the Audit and Investment Committee for 13 March 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-AIC-13-March-2024.pdf</p> <p>Minutes of the Audit and Investment Committee for 24 April 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-Audit-and-Investment-Committee-24-April-2024.pdf</p> <p>Minutes of the Audit and Investment Committee for 28 May 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM</p>		
III	21	Does the Board appoint a Risk Management Committee?	Y	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.	CCP disclosed the Risk Management Committee and was uploaded to the Transparency Seal.	Y	<p>Please see the Board of Trustees Committee composition (2024) - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/COMMITTEE-COMPOSITION-as-of-16-October-2024.pdf</p>		
III	22	If yes, is the report on Risk Management Committee publicly disclosed?	Y	The GOCC must publish an accomplishment report of the committee and/or minutes of the meetings held.	The Risk Management Committee Report for 2024 and the minutes of the meetings held on 31 January and 23 December 2024 is uploaded on the CCP About Us and Transparency Seal webpages.	Y	<p>Please see the Risk Management Committee Report for 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/01/Risk-Management-Committee-Report-2024.pdf</p> <p>Minutes of the Risk Management Committee Meeting for 31 January 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-RMC-31-January-2024.pdf</p> <p>Minutes of the Risk Management Committee Meeting for 23 December 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/MOTM-RMC-23-December-2024.docx.pdf</p>		

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 Ms.del Pilar has a finance background which were also indicated in the Resume of Board of Trustees the Committee composition for 2024.</i>	Y	<p>Please see resume of Ms. del Pilar - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/Resume-of-BOT-MHD.pdf</p> <p>Please see the Resume of CCP Board of Trustees - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/1-Resume-of-BOT-Updated-December-2024-Edited.pdf</p> <p>Please see the Board of Trustees Committee composition (2024) - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/COMMITTEE-COMPOSITION-as-of-16-October-2024.pdf</p>		
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 Meetings for 2024.</i>	Y	<p>Please see the Notice of Board Meeting October 2023 to June 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/NOTICE-OF-MEETING-REGULAR-Oct-2023-Jun-2024.pdf</p> <p>Please see the Notice of Board Meeting July to December 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/NOTICE-OF-MEETING-REGULAR-July-Dec-2024.pdf</p>		
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 2024 CCP Board and Committee Meeting Attendance.</i>	Y	<p>Please see the FY 2024 CCP Board Attendance - https://culturalcenter.gov.ph/wp-content/uploads/2025/01/CCP-Board-and-Committees-Attendance-2024.pdf</p>		
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 2024 and FY 2024 CCP Board Attendance.</i>	Y	<p>Please see the Notice of Board Meeting October 2023 to June 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/NOTICE-OF-MEETING-REGULAR-Oct-2023-Jun-2024.pdf</p> <p>Please see the Notice of Board Meeting July to December 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/NOTICE-OF-MEETING-REGULAR-July-Dec-2024.pdf</p> <p>and the FY 2024 CCP Board Attendance - https://culturalcenter.gov.ph/wp-content/uploads/2025/01/CCP-Board-and-Committees-Attendance-2024.pdf</p>		

III	24.d	Has each of the directors/commissioners attended at least 90% of all the board meetings held during the year?	Y	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.	Not all of the Trustees were able to attend at least 90% of all the board meetings stated in the FY 2024 CCP Board Attendance.	N	Please see the FY 2024 CCP Board Attendance - https://culturalcenter.gov.ph/wp-content/uploads/2025/01/CCP-Board-and-Committees-Attendance-2024.pdf		
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 2024, the Board of Trustees met separately without the President of the CCP as indicated on the FY 2024 CCP Board Attendance.	Y	According to the Board Attendance for 2024 the 18 December Regular Meeting was conducted without the President - https://culturalcenter.gov.ph/wp-content/uploads/2025/01/CCP-Board-and-Committees-Attendance-2024.pdf		
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 advance of the board meeting?	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.	It is stated in CCP Office Order No.162, 2024, that board papers and materials shall be provided at least three (3) calendar days prior to Board of Trustees Meeting.	Y	Please see Office Order No. ,2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/03/Office-Order-2024-00-162.pdf		
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 B. Matas, Department Manager III 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://culturalcenter.gov.ph/wp-content/uploads/2023/03/Secretarays-Certificate-Corporate-Secretary-and-Compliance-Officer.pdf ; and the Corporate Secretary profile - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/The-Corporate-Secretary.pdf		
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 also stated on p. 17 Article V Sec. 1 Board Committes, 1.3 Audit Committee, of the CCP Manual of Corporate Governance that the Center have "have an independent internal audit office, through which the Board and senior management 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://culturalcenter.gov.ph/wp-content/uploads/2024/07/CCP-Manual-of-Corporate-Governance-19-Jan-2022.pdf		
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 p. 17 Article V Sec. 1. Board Committes, 1.3 Audit Committee states "Unless sooner removed for just cause, the Chairman of the Committee shall serve for a period of one (1) year renewable at the discretion of the Board. In case of vacancy resulting from a member's permanent incapacity, resignation, removal or death, the replacement shall serve only for the unexpired portion of the term."	Y	Please see the Manual of Corporate Governance - https://culturalcenter.gov.ph/wp-content/uploads/2024/07/CCP-Manual-of-Corporate-Governance-19-Jan-2022.pdf		
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 p. 6, Sec. 3.3.3. 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://culturalcenter.gov.ph/wp-content/uploads/2023/03/Risk-Management-Manual.pdf		

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	<p><i>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.</i></p>	<p><i>It is stated in the Board of Trustees Committee Reports pp. 164-175 of the 2024 Annual Report, that the Committees have reviewed systems and controls of the Center.</i></p> <p><i>In addition, in the Manual of Corporate Governance p. 18 Article V Sec. 1. Board Committee, 1.4. Risk Management Committee states that the Committee shall "consist of at least three (3) [Board of] Trustees."</i></p>	Y	<p>Please see CCP's 2024 Annual Report - https://culturalcenter.gov.ph/wp-content/uploads/2025/03/CCP-Annual-Report-2024-Presentation.pdf</p> <p>Please see the Manual of Corporate Governance - https://culturalcenter.gov.ph/wp-content/uploads/2024/07/CCP-Manual-of-Corporate-Governance-19-Jan-2022.pdf</p>		
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III	27.c	Does the company disclose how key risks are managed?	Y	<p>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.</p>	<p>The Manual of Corporate Governance p. 18 Article V Sec. 1. Board Committee, 1.4. Risk Management Committee, 1.4.1. identified the following key risks:</p> <ol style="list-style-type: none"> 1. Credit 2. Market 3. Liquidity 4. Operational 5. Legal 6. Reputational 7. Other risks of CCP and crisis management <p>For the risk management processes, it is stipulated on the Risk Management Manual of CCP p.7 under Item No. 4 Process.</p>	Y	<p>Please see the Manual of Corporate Governance - https://culturalcenter.gov.ph/wp-content/uploads/2024/07/CCP-Manual-of-Corporate-Governance-19-Jan-2022.pdf and the Risk Management Manual of CCP - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Risk-Management-Manual.pdf</p>		
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	<p>The GOCC's E14</p>	<p>It is stated in the Board of Trustees Committee Reports p.168 of the 2024 Annual Report, that the Committee ensured the Center's systems and controls, in place, are adequate.</p> <p>In addition, the adequacy of the Center's internal control and risk management system is articulated in p. 3, Item No. 1. Principles of the Risk Management Manual.</p>	Y	<p>Please see CCP's 2024 Annual Report - https://culturalcenter.gov.ph/wp-content/uploads/2025/03/CCP-Annual-Report-2024-Presentation.pdf</p> <p>Please see the Risk Management Manual of CCP - https://culturalcenter.gov.ph/wp-content/uploads/2023/03/Risk-Management-Manual.pdf</p>		
III	28	Do different persons assume the roles of Chairman and CEO?	Y	<p>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.</p>	<p>The Resume of Board of Trustees states that the positions of Chairman of the Board of Trustees, and President, are held by two different persons. The Chairman of the Board is Jaime C. Laya, Ph.D, while the President is Kaye C. Tinga.</p>	Y	<p>Please see the Resume of CCP Board of Trustees - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/1-Resume-of-BOT-Updated-December-2024-Edited.pdf</p>		
III	29.a	Does the GOCC have orientation programs for new Directors?	Y	<p>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.</p>	<p>It is indicated in the Orientation and Education Program for Senior Management of CCP for 2024.</p>	Y	<p>Please see the Orientation and Education Program for Senior Management 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/2024-Orientation-and-Education-Program.pdf</p> <p>Orientation and Education Program for Senior Management 2024 Annex: List of Names - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/Annex-A-Trainings-Attended.pdf</p>		

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 2024.</i>	Y	Please see the Orientation and Education Program for Senior Management 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/2024-Orientation-and-Education-Program.pdf Orientation and Education Program for Senior Management 2024 Annex: List of Names - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/Annex-A-Trainings-Attended.pdf		
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 latest Resume of Board of Trustees the various trainings that they attended.</i>	Y	Please see the Resume of CCP Board of Trustees - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/1-Resume-of-BOT-Updated-December-2024-Edited.pdf		
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 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/12-2024-Appraisal-of-BOT-Complete.pdf		
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 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/12-2024-Appraisal-of-BOT-Complete.pdf		
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 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/12-2024-Appraisal-of-BOT-Complete.pdf		
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 2024 - https://culturalcenter.gov.ph/wp-content/uploads/2025/02/12-2024-Appraisal-of-BOT-Complete.pdf		