

**REMUNERATION AND NOMINATION COMMITTEE REPORT**

15 March 2023 • Jade Room (2<sup>nd</sup> Floor), Diamond Hotel Philippines

<b>ATTENDEES</b>	
<b>REMUNERATION AND NOMINATION COMMITTEE MEMBERS</b>	
1. Director Vanessa L. Suatengco, <i>Chairperson</i>	Appointive Director (Accommodation Enterprises) and General Manager, Diamond Hotel Philippines
2. Chief Operating Officer Maria Margarita Montemayor Nograles, <i>Vice- Chairperson</i>	Vice-Chairperson of the Tourism Board and Chief Operating Officer, Tourism Promotions Board
3. ACOO Jetro Nicolas F. Lozada, <i>Member</i>	Assistant Chief Operating Officer for Assets Management Sector & Alternate Member Tourism Infrastructure & Enterprise Zone Authority
<b>INTERVIEWEE</b>	
1. Atty. Venancio C. Manuel III	Applicant and Acting Deputy Chief Operating Officer for Corporate Affairs
<b>OTHER ATTENDEES</b>	
1. Atty. Charles Aames M. Bautista	Deputy Chief Operating Officer for Marketing and Promotions
2. Atty. Jemimah Nissi M. Tiambeng	Acting Corporate Board Secretary
3. Ms. Janet W. Canoy	Manager, Administrative Department
4. Ms. Evelyn D. Soriano	Division Chief, Personnel & Human Resources Development Division
5. Ms. Edshi-Lee A. Cordero	Agenda/Minutes Officer I
6. Mr. Edison S. Genelazo	Technical Support
7. Mr. Marvin David M. Velayo	Technical Support
8. Ms. Cherry Concetta G. Miano	Technical Support

**Approved Agenda**

1. Election of the Committee Chairperson
2. Appointment of the TPB Deputy Chief Operating Officer (DCOO) for Corporate Affairs SG 28 / JG 16

**Agenda # 1: Election of the Committee Chairperson**

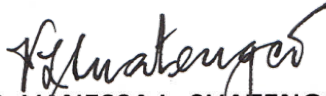
1. Upon nomination of TIEZA Assistant Chief Operating Officer Jetro Nicolas F. Lozada (ACOO Lozada), as seconded by TPB Chief Operating Officer Maria Margarita Montemayor Nograles (COO Nograles), Director Vanessa L. Suatengco was elected as the Remuneration and Nomination Committee Chairperson.

**Agenda # 2: Appointment of the TPB Deputy Chief Operating Officer (DCOO) for Corporate Affairs SG 28 / JG 16**

1. Ms. Janet W. Canoy (Ms. Canoy) discussed that the TPB published the position of DCOO for Corporate Affairs and received six applications. Among the applicants, Atty. Venancio C. Manuel III (Atty. Manuel) was considered for the position based on the paper qualification. Thereafter, Atty. Manuel was endorsed to the testing center for examination, and the Personnel Selection Board conducted a panel interview on 1 February 2023.
2. Dir. Suatengco stated that she reviewed all the materials sent to the Committee and commented that it was excellent in all aspects.
3. ACOO Lozada asked Atty. Manuel as to how many years he has been in service. Atty. Manuel responded that he has been in the TPB since 2015. He started as a Consultant and eventually assumed the role of the Legal Department Head which is a plantilla position. Atty. Manuel shared that he started his career with Red Cross Philippines and has also worked with the National Food Authority under the Department of Agriculture. Further, he worked in the City Government of Caloocan and ventured into private practice.
4. COO Nograles stated that within the four months that she has been in the TPB, Atty. Manuel has been very thorough and she has learned a lot from him.
5. Dir. Suatengco expressed that she does not see any other issues or concerns considering the extensive process of recruitment that he had gotten through.
6. ACOO Lozada asked if the candidate has plans of leaving the TPB. Atty. Manuel answered that he will stay but at the end of the day, it is God's will that prevails.

Motions: The Committee members unanimously agreed to appoint Atty. Venancio C. Manuel III for the position of Deputy Chief Operating Officer for Corporate Affairs.

## REMUNERATION AND NOMINATION COMMITTEE MEMBERS



**DIR. VANESSA L. SUATENGCO**

*Chairperson, Tourism Board's Remuneration and Nomination Committee  
and General Manager, Diamond Hotel Philippines*



**COO MARIA MARGARITA MONTEMAYOR NOGRALES**

*Vice-Chairperson, Tourism Board's Remuneration and Nomination Committee  
and Chief Operating Officer, Tourism Promotions Board*



**ACOO JETRON NICOLAS P. LOZADA**

*Member, Tourism Board's Remuneration and Nomination Committee  
and Assistant Chief Operating Officer for Assets Management Sector,  
Tourism Infrastructure & Enterprise Zone Authority*

## REMUNERATION AND NOMINATION COMMITTEE REPORT

16 October 2023 / 3:00 p.m. - 4:00 p.m.  
via Zoom Application

ATTENDEES	
REMUNERATION AND NOMINATION COMMITTEE MEMBERS	
1. Director Vanessa L. Suatengco, <i>Chairperson</i>	Appointive Director (Accommodation Enterprises) and Former General Manager, Diamond Hotel Philippines
2. Chief Operating Officer Maria Margarita Montemayor Nograles, <i>Vice-Chairperson</i>	Vice-Chairperson of the Tourism Board and Chief Operating Officer, Tourism Promotions Board
3. ACOO Jetro Nicolas F. Lozada, <i>Member</i>	Assistant Chief Operating Officer for Assets Management Sector & Alternate Member Tourism Infrastructure & Enterprise Zone Authority
OTHER ATTENDEES	
1. Atty. Venancio C. Manuel III	Deputy Chief Operating Officer for Corporate Affairs
2. Atty. Charles Aames M. Bautista	Deputy Chief Operating Officer for Marketing and Promotions
3. Ms. Janet W. Canoy	Manager, Administrative Department
4. Atty. Jemimah Nissi M. Tiambeng	Acting Corporate Board Secretary
SECRETARIAT	
5. Mr. Marvin David M. Velayo	Office of the Corporate Board Secretary / Legal Department
6. Mr. Benjamin Jose G. Gutierrez	Legal Department
7. Ms. Kristine Heizelle B. Aclan	Legal Department

### Approved Agenda

1. **Request for Endorsement to the Tourism Board:**  
Appointment of the TPB Corporate Secretary

**Request for Endorsement to the Tourism Board:**

Appointment of the TPB Corporate Secretary SG 24 / JG 12

The Committee allowed Mr. Marvin David M. Velayo to perform the functions of the Secretariat, including the preparation of the Committee Report, to be assisted by Mr. Benjamin Jose G. Gutierrez and Ms. Kristine Heizelle B. Aclan from the Legal Department.

The Chairperson called the meeting to order at 3:05 p.m. and the Secretariat certified the presence of a quorum.

Upon motion of ACOO Jetro Nicolas F. Lozada (ACOO Lozada), duly seconded by COO Maria Margarita Montemayor Nograles (COO Nograles), the Agenda was duly approved.

Ms. Janet W. Canoy, Manager of the Administrative Department, presented the item for approval.<sup>1</sup>

ACOO Lozada inquired if Atty. Jemimah Nissi M. Tiambeng (Atty. Tiambeng) was apprised that the appointment is co-terminous and if she has consented to the same, to which Ms. Canoy affirmed. ACOO Lozada further inquired if the appointment papers may be processed earlier and issued after the election ban. Ms. Canoy confirmed the same and stated that if Atty. Tiambeng's appointment may be discussed during the October Regular Board of Directors' meeting, but the appointment will be signed and dated after the election ban.

Upon motion of ACOO Lozada, as seconded by COO Nograles, the Committee approved the request to endorse to the Tourism Board the Appointment of the Corporate Board Secretary.

Thereafter, they admitted Atty. Tiambeng in the meeting room and congratulated her.

The meeting was adjourned at 3:25 p.m.

**REMUNERATION AND NOMINATION COMMITTEE MEMBERS**



**DIR. VANESSA L. SUATENGCO**

*Chairperson, Tourism Board's Remuneration and Nomination Committee  
and Former General Manager, Diamond Hotel Philippines*



**COO MARIA MARGARITA MONTEMAYOR NOGRALES**

*Vice-Chairperson, Tourism Board's Remuneration and Nomination Committee  
and Chief Operating Officer, Tourism Promotions Board*

---

<sup>1</sup> A copy of the presentation is attached as Annex A.

ACOO YETRO NICOLÁS E. LOZADA

*Member, Tourism Board's Remuneration and Nomination Committee  
and Assistant Chief Operating Officer for Assets Management Sector,  
Tourism Infrastructure & Enterprise Zone Authority*