

**Republic of the Philippines
Office of the President**

JHMC

JOHN HAY MANAGEMENT CORPORATION
a member of **The BCDA Group**

**RISK MANAGEMENT
COMMITTEE**

REPORT

CY 2024

I. JHMC Board Risk Management Committee

The Risk Management Committee has eight (8) members, to wit:

Chairperson: BGen. Eduardo B. Davalan (Ret.)

Members: PBGen. Ronaldo F. De Jesus (Ret.)
Catherine A. De la Rosa
Charito R. Dulay
Atty. Oscar T. Fiel
PMGen. Rufino G. Ibay Jr. (Ret.)
Atty. Rudolph Steve E. Jularbal
Gloria F. Peralta

Atty. Fiel was appointed as a Member of the Risk Management Committee on 16 February 2023.

II. Committee Members' Responsibilities

The Committee shall be responsible for the following:

1. Performing oversight risk management functions specifically in the areas of managing credit, market, liquidity, operational, legal, reputational, and other risks of the GOCC, and crisis management, which shall include receiving from Senior Management periodic information on risk exposures and risk management activities;
2. Developing the Risk Management Policy of the GOCC, ensuring compliance with the same and ensuring that the risk management process and compliance are embedded throughout the operations of the GOCC, especially at the Board and Management level; and
3. Providing quarterly reporting and updating the Board on key risk management issues as well as *ad hoc* reporting and evaluation on investment proposals.

III. Accomplishments

1. Reviewed and approved the Risk Management Committee Annual Report for CY 2022.
2. Reviewed the Pending Matters before the Risk Management Committee for CY 2022.
3. Reviewed and recommended the following policies for the Board's approval:
 - a. JHMC Risk Management Manual
 - b. Amended Freedom of Information Manual

- c. List of Contracts/ Agreements to be referred and not to be referred to the Office of the Government Corporate Counsel (OGCC) for review.
 - d. Procedures and Guidelines in the Abatement of Illegal Structures and Illegal Construction in the John Hay Special Economic Zone (JHSEZ) and the John Hay Reservation Area (JHRA)
4. Reviewed and recommended the following Terms of Reference and Scope of Services for the Board's approval:
- a. Terms of Reference for the Engagement of Services of a Third Party for the Conduct of the JHMC Customer Satisfaction Measurement for CY 2023
 - b. Terms of Reference for the Development and Implementation of the Procurement, Asset and Supplies Management Information System (PASMIS)
 - c. Terms of Reference for the Procurement of a Firm to Provide On-Call Professionals to be Assigned with the JHSEZ - Office of the Building Official (OBO)
 - d. Terms of Reference for the Long-Term Lease of VOA Log Home Units 3, 9, and 20A
 - e. Terms of Reference for the Consulting Services for Smart Street Lighting of the Major Roads in the JHSEZ
 - f. Terms of Reference for the Procurement of Consulting Services for the Valuation of Twenty-Eight (28) Generated Lots of BCDA Properties located at Barangay Scout Barrio, Baguio City
 - g. Terms of Reference for the Procurement of Consulting Services for the Relocation Survey/ Re-Establishment/ Monumenting of the Corners of the Open Spaces, Forest Areas, Community Facilities, Recreation Areas, and Road Ways at Barangay Scout Barrio, Baguio City within Camp John Hay
5. Reviewed and recommended the following Contracts and Agreements for the Board's approval:
- a. Contract for the Renovation of BCDA Cottages 663 and 664
 - b. Contract for the Construction of Parking Area and Improvement of the Guard House at the JHMC Office Building
 - c. Contract for the Construction of Open Parking with Slope Protection
 - d. Contract for the Commission on Audit (COA) Office with File Storage, and JHMC File Storage
 - e. Contract for the Enhancement of Historical Core Phase 1: Liberty Park
 - f. Consulting Services Contract for the Design of Smart Street Lighting in the JHSEZ
 - g. Contract for the Road Safety Installations in the JHSEZ
 - h. Consultancy Services Contract for the Valuation of Twenty-Eight (28) Generated Lots of BCDA Properties located at Barangay Scout Barrio, Baguio City
 - i. Contract for the Security Services for JHSEZ and JHRA
 - j. Contract for Janitorial and Ground Maintenance Services under CUSA for CY 2023
 - k. Contract for Solid Waste Management under CUSA for CY 2023
 - l. Contract for the Solid Waste Management for JHMC Areas of Responsibility

- m. Contract of Services for the Dismantling, Treatment, and Disposal of Hazardous Wastes
 - n. Contract for Janitorial Services for CY 2023
 - o. Contract for the Laundry Services for CY 2023
 - p. Contract for General Services for Cottage Attendants and Facilities Maintenance Personnel
 - q. Consulting Services Contract for On-Call Professionals to be Assigned with the JHSEZ – OBO
 - r. Consulting Services Contract for a Third Party to Conduct the JHMC Customer Satisfaction Measurement for CY 2023
 - s. Consulting Services Contract for the Development and Implementation of PASMIS
 - t. Contract for Various Office and Other Supplies
 - u. Contract for Various ICT Equipment
 - v. Contract for the ICT Supplies for CY 2023
 - w. Service Agreement for Provision of Printers with Supplies and Maintenance for CY 2023 and CY 2024
 - x. Contract of Lease among BCDA, JHMC, and the Department of Information and Communications Technology (DICT) for the Establishment of the North Luzon Data Center at Camp John Hay
 - y. Memorandum of Understanding with the Development Academy of the Philippines (DAP) for the Project: Technical Assistance on Strength Risk Management for JHMC
 - z. Memorandum of Agreement among JHMC, University of the Philippines (UP) Baguio, Department of Environment and Natural Resources-Cordillera Administrative Region (DENR-CAR), Watershed and Water Resources Research Development and Extension Center (WWRRDEC), Benguet State University (BSU), and Don Mariano Marcos Memorial State University (DMMMSU)
6. Reviewed the ongoing legal matters and cases involving JHMC and recommended actions for the Board’s approval.
7. Reviewed and recommended the following projects for the Board’s approval:
- a. Annual Work Plan for CY 2023
 - b. Revised Road Map for the Barangay Segregation Program
 - c. Revised Road Map for the Barangay Segregation Program for the Portion of Barangay Hillside, Master Development Plan for the Portion of Barangay Hillside, and Disposition Policies and Guidelines for the Barangay Segregation Program and Guidelines for Beneficiary Selection Criteria for the Portion of Barangay Hillside
8. Reviewed the following:
- a. Result of the Annual Performance Review for CY 2022
 - b. Result of the quarterly Performance Review for CY 2023
 - c. Quarterly Performance Evaluation of the Security Provider for CY 2023

IV. Meetings

A total of seventeen (17) meetings were conducted by the Risk Management Committee in 2023.

No.	Date of Meetings
1.	15 February 2023
2.	27 February 2023 (joint meeting with Governance Committee, and Special Committee on CJHDevCo Concerns and 19 Conditionalities)
3.	13 March 2023 (joint meeting with Special Committee on CJHDevCo Concerns and 19 Conditionalities)
4.	27 March 2023
5.	24 April 2023 (joint meeting with Business Development Committee)
6.	08 May 2023
7.	22 May 2023 (joint meeting with Governance Committee)
8.	05 June 2023
9.	07 July 2023
10.	31 July 2023
11.	14 August 2023
12.	30 August 2023
13.	11 September 2023
14.	25 September 2023 (joint meeting with Governance Committee)
15.	23 October 2023 (joint meeting with Governance Committee)
16.	06 November 2023
17.	04 December 2023 (joint meeting with Special Committee on CJHDevCo Concerns and 19 Conditionalities)

V. Attendance Record of the Members

The Attendance Record of the Members of the Risk Management Committee for CY 2023 is as follows:

Members	Date of Meetings				
	15-Feb	27-Feb	13-Mar	27-Mar	24-Apr
Eduardo B. Davalan	P	P	P	P	P
Catherine A. De la Rosa	P	P	P	P	P
Ronaldo F. De Jesus	P	P	P	P	P
Charito R. Dulay	P	P	P	P	P
Oscar T. Fiel	NA	P	P	P	P
Rufino G. Ibay Jr.	P	P	P	P	P
Rudolph Steve E. Jularbal	P	P	P	P	P
Gloria F. Peralta	P	P	P	P	P

Members	Date of Meetings					
	8-May	22-May	5-Jun	7-Jul	31-Jul	14-Aug
Eduardo B. Davalan	P	P	P	P	P	P
Catherine A. De la Rosa	P	P	P	P	P	P
Ronaldo F. De Jesus	P	P	P	P	P	P
Charito R. Dulay	P	P	P	P	P	P
Oscar T. Fiel	P	P	P	P	P	P
Rufino G. Ibay Jr.	P	P	P	P	P	P
Rudolph Steve E. Jularbal	P	P	P	P	P	P
Gloria F. Peralta	P	P	P	P	A	P

Members	Date of Meetings					
	30-Aug	11-Sep	25-Sep	23-Oct	6-Nov	4-Dec
Eduardo B. Davalan	P	P	P	P	P	P
Catherine A. De la Rosa	P	P	P	P	P	P
Ronaldo F. De Jesus	P	P	P	P	P	P
Charito R. Dulay	P	P	P	P	A	P
Oscar T. Fiel	P	P	P	P	P	P
Rufino G. Ibay Jr.	EA	P	P	P	P	P
Rudolph Steve E. Jularbal	P	P	P	P	P	P
Gloria F. Peralta	P	P	P	P	P	P

Legend:

P - present

A - absent

EA - excused absence

NA - not applicable (the Director is not yet a Member of the Committee)