

**GOVERNMENT CORPORATION INFORMATION SHEET (GCIS)**

FOR THE YEAR 2019

**GENERAL INSTRUCTIONS:**

1. FOR GOVERNMENT CORPORATION: THIS GCIS SHOULD BE SUBMITTED WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF RELEASE OF MEMORANDUM CIRCULAR NO. 3 AND SUBSEQUENTLY THEREAFTER, 30 DAYS FROM THE DATE OF THE STOCKHOLDERS' MEETING. DO NOT LEAVE ANY ITEM BLANK. WRITE "N.A." IF THE INFORMATION REQUIRED IS NOT APPLICABLE TO THE GOVERNMENT CORPORATION OR "NONE" IF THE INFORMATION IS NON-EXISTENT.
2. IF NO MEETING IS HELD, THE CORPORATION SHALL SUBMIT THE GCIS TOGETHER WITH AN AFFIDAVIT OF NON-HOLDING OF MEETING WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THE SCHEDULED ANNUAL MEETING (AS PROVIDED IN THE BY-LAWS). HOWEVER, SHOULD AN ANNUAL STOCKHOLDERS' MEETING BE HELD THEREAFTER, A NEW GCIS SHALL BE SUBMITTED/FILED.
3. THIS GCIS SHALL BE ACCOMPLISHED IN ENGLISH AND CERTIFIED AND SWORN TO BY THE CORPORATE SECRETARY OF THE GOVERNMENT CORPORATION.
4. THE GCG SHOULD BE TIMELY APPRISED OF RELEVANT CHANGES IN THE SUBMITTED INFORMATION AS THEY ARISE. FOR CHANGES RESULTING FROM ACTIONS THAT AROSE BETWEEN THE ANNUAL MEETINGS, THE GOVERNMENT CORPORATION SHALL SUBMIT ONLY THE AFFECTED PAGE OF THE GCIS THAT RELATES TO THE NEW INFORMATION TOGETHER WITH A COVER LETTER SIGNED BY THE CORPORATE SECRETARY OF THE GOVERNMENT CORPORATION. THE PAGE OF THE GCIS AND COVER LETTER SHALL BE SUBMITTED WITHIN SEVEN (7) DAYS AFTER SUCH CHANGE OCCURRED OR BECAME EFFECTIVE.
5. SUBMIT A SOFT COPY IN EXCEL FORMAT SAVED IN A NON-REWRITABLE CD THE GCIS TO THE GCG SECRETARIAT, ROOM 479 MABINI HALL, MALACANANG COMPOUND.
6. ONLY THE GCIS ACCOMPLISHED IN ACCORDANCE WITH THESE INSTRUCTIONS SHALL BE CONSIDERED AS HAVING BEEN FILED.
7. THIS GCIS MAY BE USED AS EVIDENCE AGAINST THE GOVERNMENT CORPORATION AND ITS RESPONSIBLE DIRECTORS/OFFICERS FOR ANY VIOLATION OF EXISTING LAWS, RULES AND REGULATIONS

===== PLEASE PRINT LEGIBLY =====

<b>GOVERNMENT CORPORATION NAME:</b> HOME DEVELOPMENT MUTUAL FUND	<b>DATE CREATED:</b>  14-Dec-80
<b>SECONDARY NAME, IF ANY:</b>	
<b>CHARTER, IF ANY:</b> REPUBLIC ACT NO . 9679	<b>FISCAL YEAR END:</b> 31 December 2019
<b>DATE OF ANNUAL MEETING PER BY-LAWS:</b>	<b>CORPORATE TAX IDENTIFICATION NUMBER (TIN)</b> 000-530-703-000
<b>ACTUAL DATE OF ANNUAL MEETING:</b>	<b>URL ADDRESS:</b> <a href="http://www.pagibigfund.gov.ph">www.pagibigfund.gov.ph</a>
<b>COMPLETE PRINCIPAL OFFICE ADDRESS:</b> PETRON MEGA PLAZA, NO. 358 SEN. GIL J. PUYAT AVENUE, MAKATI CITY	<b>E-MAIL ADDRESS</b> ocs@pagibigfund.gov.ph
<b>COMPLETE BUSINESS ADDRESS:</b> PETRON MEGA PLAZA, NO. 358 SEN. GIL J. PUYAT AVENUE, MAKATI CITY	<b>FAX NUMBER:</b> (632)8-889-2455
<b>NAME OF EXTERNAL AUDITOR &amp; ITS SIGNING PARTNER:</b>	<b>ATTACHED AGENCY (if applicable):</b>
	<b>TELEPHONE NUMBER(S):</b> (632)8-884-8088
<b>PRIMARY PURPOSE/ACTIVITY/INDUSTRY PRESENTLY ENGAGED IN:</b> HOUSING FINANCE AND PROVIDENT FUND	<b>GEOGRAPHICAL CODE:</b>

===== INTERCOMPANY AFFILIATIONS =====

PARENT COMPANY	ADDRESS
SUBSIDIARY/AFFILIATE	ADDRESS

NOTE: USE ADDITIONAL SHEET IF NECESSARY

## GOVERNMENT CORPORATION INFORMATION SHEET

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GOVERNMENT CORPORATION NAME:							
<b>CAPITAL STRUCTURE</b>							
<i>AUTHORIZED CAPITAL STOCK, if applicable</i>							
	TYPE OF SHARES *	NUMBER OF SHARES	PAR/STATED VALUE	AMOUNT (PhP) (No. of shares X Par/Stated Value)			
	-----	-----	-----				
	-----	-----	-----				
	-----	-----	-----				
TOTAL				TOTAL		P	
<i>SUBSCRIBED CAPITAL, if applicable</i>							
FILIPINO	NO. OF STOCK-HOLDERS	TYPE OF SHARES *	NUMBER OF SHARES	NUMBER OF SHARES IN THE HANDS OF THE PUBLIC **	PAR/STATED VALUE	AMOUNT (PhP)	% OF OWNERSHIP
		-----	-----	-----	-----	-----	-----
		-----	-----	-----	-----	-----	-----
		-----	-----	-----	-----	-----	-----
TOTAL				TOTAL	TOTAL		P
<i>PAID-UP CAPITAL, if applicable</i>							
FILIPINO	NO. OF STOCK-	TYPE OF SHARES *	NUMBER OF SHARES	PAR/STATED VALUE	AMOUNT (PhP)	% OF OWNERSHIP	
				-----			
				-----			
				-----			
				-----			
				-----			
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				-----			
TOTAL				TOTAL		P	

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GOVERNMENT CORPORATION NAME: \_\_\_\_\_

D I R E C T O R S / O F F I C E R S									
NAME, NATIONALITY AND CURRENT RESIDENTIAL ADDRESS	PRESIDENTIAL APPOINTEE	BOARD	STOCK HOLDER	EX-Officio	EXEC. COMM.	TAX IDENTIFICATION NO. (TIN)	COMPENSATION PACKAGE/YR	DESIGNATION TO OTHER BOARDS OF AFFILIATES/SUBSIDIARIES	
1. HON. EDUARDO D. DEL ROSARIO	Y	C	N	HUDCC Chairman	N/A	134-822-247			
2. SEC. CARLOS P. DOMINGUEZ III	Y	M	N	DOF	N/A	105-272-055			
3. HON. ACMAD RIZALDY P. MOTI	Y	M	N	CEO	N/A	900-164-447			
4. SEC. SILVESTRE H. BELLO III	Y	M	N	DOLE	N/A	137-345-093			
5. SEC. WENDEL E. AVISADO	Y	M	N	DBM	N/A	137-506-258			
6. SEC. RAMON M. LOPEZ	Y	M	N	DTI	N/A	111-786-867			
7. HON. PEDRITO G. ANGELES	Y	M	N	N/A	N/A	107-182-516			
8. HON. MA. LORELEI C. FAJARDO	Y	M	N	N/A	N/A	243-888-774			
9. HON. MYLAH R. ROQUE	Y	M	N	N/A	N/A	132-679-906			
10. HON. CORNELIO P. ALDON	Y	M	N	N/A	N/A	165-508-982			
11. HON. CRISOSTOMO G. GOTLADERA	Y	M	N	N/A	N/A	166-225-449			

**INSTRUCTIONS:**

FOR BOARD COLUMN, PUT "C" FOR CHAIRMAN, "M" FOR MEMBER, "I" FOR INDEPENDENT DIRECTOR.  
 FOR PRESIDENTIAL APPOINTEE COLUMN, PUT "Y" IF A PRESIDENTIAL APPOINTEE "N" IF NOT.  
 FOR STOCKHOLDER COLUMN, PUT "Y" IF A STOCKHOLDER, "N" IF NOT.  
 FOR OFFICER COLUMN, INDICATE PARTICULAR POSITION IF AN OFFICER, FROM VP UP INCLUDING THE POSITION OF THE TREASURER, SECRETARY, COMPLIANCE OFFICER AND/OR ASSOCIATED PERSON.  
 FOR EXECUTIVE COMMITTEE, INDICATE "C" IF MEMBER OF THE COMPENSATION COMMITTEE; "A" FOR AUDIT COMMITTEE; "N" FOR NOMINATION COMMITTEE (V. 2012) AND ELECTION COMMITTEE. ADDITIONALLY WRITE "C" AFTER SLASH IF CHAIRMAN AND "M" IF MEMBER.

## GOVERNMENT CORPORATION INFORMATION SHEET

===== PLEASE PRINT LEGIBLY =====

<b>GOVERNMENT CORPORATION NAME:</b>		
<b>BOARD COMMITTEES</b>	<b>FUNCTION</b>	<b>COMPOSITION</b>
<b>GOVERNANCE COMMITTEE</b>	<p><b>On the Nomination and Appointment of the Board of Trustees</b></p> <p>Develop and recommend to the Board criteria to identify prospective candidates for the Board of Trustees considering areas of relevant expertise to ensure a mix of competent Board of Trustees, each of whom can add value and create independent judgement as to the formulation of sound corporate governance strategies.</p> <p>Review qualifications, the appropriate skills and characteristics of persons to be nominated as Board of Trustees in the context of strategic direction of the Fund.</p> <p>Design an orientation program for the new Trustees and consult with them on their progress and a continuing education program for existing Trustees;</p> <p><b>On the Nomination and Appointment of Officers and Employees</b></p> <p>Review and evaluate the qualifications of all persons nominated to positions in the Fund which require approval and confirmation by the Board.</p> <p>Review the organizational structure, plantilla, qualification standards, compensation system, management development and succession planning policies and other Human Resource related matters.</p>	<p><b>Chairman</b> Trustee Mylah R. Roque</p> <p><b>Vice Chairman</b> CEO Acmad Rizaldy P. Moti</p> <p><b>Members</b> Trustee Pedrito G. Angeles DOLE DTI</p>
NOTE: USE ADDITIONAL SHEET IF NECESSARY		

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GOVERNMENT CORPORATION NAME:		
<b>BOARD COMMITTEES</b>	<b>FUNCTION</b>	<b>COMPOSITION</b>
GOVERNANCE COMMITTEE	<p><b>On Compensation and Remuneration</b>                      Establish a formal and transparent procedure for developing a policy on remuneration for Trustees and officers to ensure that compensation is consistent with the Fund's culture, strategy and the business environment in which it operates in accordance with existing laws, rules and regulations.</p> <p><b>On Corporate Governance</b>                      Develop and monitor implementation of the corporate governance guidelines and key practices, and conduct periodic benchmark of corporate governance practices and, as needed, recommend appropriate changes.</p> <p>Review and recommend to the Board the position to be taken by Management on critical pieces of legislation.</p> <p>Oversee and monitor, including but not limited to, the Fund's compliance to the Anti Red Tape Act of 2007 (RA 9485).</p> <p>Adminster and oversee complaince with the Code of Ethics.</p>	
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GOVERNMENT CORPORATION NAME:

BOARD COMMITTEES	FUNCTION	COMPOSITION
<p>GOVERNANCE COMMITTEE</p>	<p>Investigate any potential conflict of interest by a Trustee and institute a process for handling conflict of interest situations in line with ethical and other regulatory standards.</p> <p>Manage the process whereby the Board annually assess its performance, and report the results of this evaluation to the Board along with any recommendations for improvements.</p> <p>Recommend committee assignments, including committee chairmanships, to the Board for approval.</p> <p>Review / recommend for Board approval policies, guidelines, and programs related to membership generation and / or reactivation and monitoring of membership level.</p>	

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GOVERNMENT CORPORATION NAME:

BOARD COMMITTEES	FUNCTION	COMPOSITION
<p><b>AUDIT COMMITTEE</b></p>	<p><b>Financial Reporting</b></p> <p>Review the financial statements and all related disclosures and reports certified by the Vice-President of Finance Group with timely analysis of significant / critical financial reporting focusing on changes in accounting policies and practices, alternative accounting treatments and major judgemental areas, significant adjustments resulting from the audit, going concern assumptions, compliance with accounting standards, tax, legal and regulatory requirements.</p> <p><b>Internal Audit</b></p> <p>Review and approve the Internal Audit Charter and subsequent revisions thereto.</p> <p>Review and approve the Annual Internal Audit Work Plan, and ensure that internal audit examinations cover at least the evaluation of adequacy and effectiveness of controls compassing the Fund's operations, information systems, to include the reliability and integrity of financial and operational information, effecgiveness and efficiency of operations,</p> <p>Direct the conduct of corporate wide review of systems and procedures (covering the areas of operations, finance, and support / administration) and submit appropriate recommendations to the Board of Trustees.</p>	<p><b>Chairman</b> Trustee Pedrito G. Angeles</p> <p><b>Vice Chairman</b> Trustee Mylah R. Roque</p> <p><b>Members</b> Trustee Ma. Lorelei C. Fajardo DOF DBM</p>

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GOVERNMENT CORPORATION NAME:

BOARD COMMITTEES	FUNCTION	COMPOSITION
<p><b>AUDIT COMMITTEE</b></p>	<p>Review and discuss the audit findings of the Internal Audit Service Group (IASG) ensuring that management is taking appropriate corrective actions in a timely manner, including addressing internal control and compliance issues and submit recommended actions to the Board of Trustees.</p> <p>For this purpose, the IASG shall report functionally to the Board through the Board Audit Committee and administratively under the Office of the President or Chief Executive Officer.</p> <p><b>External Audit</b></p> <p>Review the reports of the regulatory agencies including the Commission on Audit, where applicable, and ensure that management is taking appropriate corrective actions in a timely manner, including addressing control and compliance issues.</p> <p>The Audit Committee does not exercise any professional auditing and does not interfere with the management affairs. It gains a view of the organization, the efficiency and the findings of the IASG, reaction of management and submits an annual report to the Board.</p> <p><b>Risk Management</b></p> <p>Review the adequacy of the Fund's enterprise-wide risk management process. To this end, the Board Risk and Capital Committee shall provide the Committee with the results of management's annual risk assessment exercise and other information on risk exposures and risk management activities determined by the Committee which requires close monitoring.</p>	

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GOVERNMENT CORPORATION NAME:

BOARD COMMITTEES	FUNCTION	COMPOSITION
<p><b>INVESTMENT COMMITTEE</b></p>	<p>Review the investment policies / guidelines and the Annual Investment Plan (AIP) prepared by the Management.</p> <p>Management should submit the Investment Policies and Guidelines for the Board for approval. On an annual basis, Management should prepare an Annual Investment Plan and submit the same to the Board.</p> <p>The Annual Investment Plan should include :</p> <ul style="list-style-type: none"> <li>Determination of investible funds</li> <li>Proposed asset allocation</li> <li>Analysis of market and investmetn options and investmnet strategies</li> </ul> <p>Review and recommend specific investment transactions of Management.</p> <p>Review the investment ceiling for each type of instrument, incuding but not limited to :</p> <ul style="list-style-type: none"> <li>Assesment of cashflow</li> <li>Assemment of parameters used for Investment performance (e.g. Rate of Return of Investment (ROI) and computation of collection efficiency) and</li> <li>Comparison of investment performance with benchmarks</li> </ul>	<p><b>Chairman</b> Trustee Ma. Lorelei C. Fajardo</p> <p><b>Vice Chairman</b> Trustee Cornelio P. Aldon</p> <p><b>Members</b> Trustee Crisostomo G. Gotladera DOF DTI</p>

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BOARD COMMITTEES	FUNCTION	COMPOSITION
<p><b>INVESTMENT COMMITTEE</b></p>	<p>Review of new investment proposals / fund generation activities before endorsement to the Board for approval.</p> <p>Review policies, strategies and performance relative to investments in short-term loans, housing loans, and housing related loans.</p> <p>Review / recommend corporate policies and required reports on the management of assets and liabilities.</p>	<p><b>Chairman</b> Trustee Ma. Lorelei C. Fajardo</p> <p><b>Vice Chairman</b> Trustee Cornelio P. Aldon</p> <p><b>Members</b> Trustee Crisostomo G. Gotladera DOF DTI</p>

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GOVERNMENT CORPORATION NAME:

BOARD COMMITTEES	FUNCTION	COMPOSITION
<p><b>RISK AND CAPITAL COMMITTEE</b></p>	<p>Determine strategic approach to risks, risk appetite setting and policy formulation.</p> <p>Establish organizational structure for risk management.</p> <p>Monitor the effectiveness of Risk Management System in place.</p> <p>Promote Enterprise Risk Management (ERM) values and risk-aware corporate culture.</p> <p>Monitor key risks, anticipate, and act on critical challenges.</p> <p>Understand the nature and degree of social media risks the Fund will be exposed to and ensure that these risks are properly addressed.</p> <p>Approve and oversee the design and implementation of the social media strategy, related standards, policies and procedures, and ensure compliance with said standards, policies and applicable laws and regulations.</p>	<p><b>Chairman</b> Trustee Crisostomo G. Gotladera</p> <p><b>Vice Chairman</b> Trustee Cornelio P. Aldon</p> <p><b>Members</b> DOF DBM DOLE</p>

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