## **National Power Corporation**

21 December 2016

## **MEMORANDUM**

**FOR** 

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The National Power Board and

Officially Designated Alternate Representatives

FROM

Victor Gaudencio C. Garcia, The Corporate Secretary

SUBJECT :

Schedule of NP Board and BRC meetings for CY 2017 and

meeting of Nomination and Remuneration Committee

(NRC) for filling up of positions

Based on the instructions during the 20 December 2016 regular meeting of the NP Board we are formally informing the Board and the BRC that meetings of the NP Board shall be held on the 4<sup>th</sup> Thursday of each month and meetings of the BRC will be on the 2<sup>nd</sup> Thursday of every month. The schedule will be subject change with advanced notice depending on the availability of a quorum for those dates and on the agenda items that need BRC and NP Board action.

We will also have an NRC meeting in January 2017 for the positions that are appointed by the Board. For positions in the Internal Audit Department (IAD), the Board Audit Committee had also previously requested that copies of evaluation of eligibility and qualification for applicants for positions in IAD, be furnished the internal audit committee for their review.

Victor Gaudencio C. Garcia