



29 September 2020

MEMORANDUM

FOR : **DEPARTMENT MANAGERS/DIVISION MANAGERS,
LAWYERS/BOARD PRESENTERS**

SUBJECT : **Notice of Committee and Board Meetings for the
Month of October 2020**

Please be informed that as agreed upon by the NEA Board of Administrators, the schedule of meetings for the month of October 2020 are as follows:

| Meeting | Schedule |
|---|------------------------------|
| Board Governance, Nomination and Remuneration Committee (BGNRC) Meeting No. 9 | Tuesday 27 October 2020 |
| Board Credit and Risk Management Committee (BCRMC) Meeting No. 9 | |
| Regular Board Meeting No. 17 | Wednesday 28 October 2020 |
| Regular Board Meeting No. 18 (Quasi-Judicial Matters) | |

Please be reminded that the deadline for the submission of the agenda materials including PowerPoint presentation is on **9 October 2020, Friday**. Agenda materials submitted beyond the said date shall be included on the next scheduled meeting.

The Committee and Board meetings will be held at the Board Room, 7th Floor, No. 57 NEA Building, NIA Road, Government Center, Diliman, Quezon City commencing at 9:00 AM. However, to practice social distancing and minimize the number of persons during the meeting, the NEA Board of Administrators and Deputy Administrators may opt to attend the meeting via ZOOM Application upon notice to the Office of the Corporate Secretary at least five (5) days before the meeting.

For your information.


ATTY. MAY FLOR C. ABUEDO
Corporate Board Secretary V