



## PROCESS IN CONDUCTING BOARD ASSESSMENT

### Annual Performance Evaluation Process of the Social Security Commission

On 13 January 2021, the Social Security Commission (SSC), under SSC Resolution No. 26, approved the Annual Performance Evaluation Process of the Social Security Commission in compliance with the requirements of GCG Memorandum Circular No. 2012-07, or the Code of Corporate Governance for GOCCs, viz:

#### **I. Board Assessment Form**

The members of the Commission will be given a Board Assessment Form which contains a list of statements which they will rate from a scale of “strongly disagree” to “strongly agree”.

The contents of the Board Assessment Form -

| Form C-1<br>Board Assessment Form  |                            |                           |   |                   |   |          |   |                            |   |       |   |                |
|--|----------------------------|---------------------------|---|-------------------|---|----------|---|----------------------------|---|-------|---|----------------|
| Name:<br><br>(Signature over printed name)   | Date Accomplished:<br><br> | Period Evaluated:<br><br> |   |                   |   |          |   |                            |   |       |   |                |
| <p><u>Instructions:</u></p> <p>1. Please go over the statements carefully and check/mark each statement using the following rating scale:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tbody> <tr> <td style="text-align: center; width: 30px;">1</td> <td>Strongly disagree</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Disagree</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Neither agree nor disagree</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Agree</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Strongly agree</td> </tr> </tbody> </table> <p>2. The objective of the evaluation is to assess the performance of the Commission as a functioning unit. We encourage the rater to be forthright and freely state the reasons for any ratings made in the Comments section.</p> |                            |                           | 1 | Strongly disagree | 2 | Disagree | 3 | Neither agree nor disagree | 4 | Agree | 5 | Strongly agree |
| 1  | Strongly disagree          |                           |   |                   |   |          |   |                            |   |       |   |                |
| 2  | Disagree                   |                           |   |                   |   |          |   |                            |   |       |   |                |
| 3  | Neither agree nor disagree |                           |   |                   |   |          |   |                            |   |       |   |                |
| 4  | Agree                      |                           |   |                   |   |          |   |                            |   |       |   |                |
| 5  | Strongly agree             |                           |   |                   |   |          |   |                            |   |       |   |                |

3. After the ratings have been given, please submit this form to the Commission Secretary enclosed in a sealed envelope.

| STATEMENTS  | RATING |   |   |   |   | COMMENTS |
|---|--------|---|---|---|---|----------|
|   | 1      | 2 | 3 | 4 | 5 |          |
| 1. The Commission operates under a set of policies and procedures which have been made known to all members.  |        |   |   |   |   |          |
| 2. The Commission, as a collegiate body, is diverse and possesses the right mix of knowledge, skills, and experience.   |        |   |   |   |   |          |
| 3. The Commission provides director development activities (e.g., trainings, seminars, etc.) to keep its members up to date with relevant national and global developments, and to equip them with adequate knowledge and skills to perform their responsibilities. |        |   |   |   |   |          |
| 4. The meetings of the Commission are timely scheduled and adequate in terms of frequency and duration.   |        |   |   |   |   |          |
| 5. The meetings of the Commission have useful materials and an atmosphere that is conducive to a fair discussion of the items on the agenda.  |        |   |   |   |   |          |
| 6. The members of the Commission participate actively during meetings, are supportive of each other and debate each other constructively in case of disagreement.   |        |   |   |   |   |          |
| 7. The roles of the Commission and the Management are clearly distinguished. The Commission neither interferes with matters that are within the purview of Management nor abdicates its responsibilities to Management.   |        |   |   |   |   |          |
| 8. The Commission gives policy directions and support to the Management.  |        |   |   |   |   |          |
| 9. The Commission discusses sufficiently, with objectivity and independence, proposals from Management before granting approval.  |        |   |   |   |   |          |
| 10. The Commission has effective monitoring tools and regularly monitors the overall performance of the Management as well as its implementation of corporate strategies and policies, business plans and operating budgets.  |        |   |   |   |   |          |

| STATEMENTS  | RATING |   |   |   |   | COMMENTS |
|---|--------|---|---|---|---|----------|
|   | 1      | 2 | 3 | 4 | 5 |          |
| 11. The Commission provides the GOCC's VMG, strategy maps, values, and standards which it revisits from time to time to ensure continued relevance.   |        |   |   |   |   |          |
| 12. The Commission monitors the performance, state, and prospects of the GOCC on a regular basis.   |        |   |   |   |   |          |
| 13. Which good governance principles and practices should the Commission devote more time and resources and why? (Transparency, Accountability, Professionalism, Fiduciary duty, Meritocracy and personal and professional development for employees, Loyalty and avoidance of conflict of interest, CSR, Recognition of stakeholders, Health and safety, Environment and sustainability, Long-term viability, etc.)<br><br>_____<br>_____<br>_____<br>_____<br>_____ |        |   |   |   |   |          |
| 14. Other comments/observations to further improve the performance of the Commission:<br><br>_____<br>_____<br>_____<br>_____<br>_____  |        |   |   |   |   |          |

**II. Annual Performance Evaluation Timeline:**

|             |   |
|-------------|---|
| 31 January  | The Commission Secretary distributes the Board Assessment Forms to the Members of the Social Security Commission. |
| 15 February | The Members of the Social Security Commission return the fully-accomplished forms to the Commission Secretary.    |

**2020 Performance Evaluation of the Social Security Commission**

The 2020 Performance Evaluation of the SSC was carried out not long after the approval of the Annual Performance Evaluation Process. The results of the 2020 Performance Evaluation were noted by the Social Security Commission per SSC Resolution No. 110 dated March 10, 2021. The average ratings given to the statements by the members of the Social Security Commission are as follows:

| <b>Statements</b> |   | <b>Average rating</b> |
|-------------------|---|-----------------------|
| 1)                | The Commission operates under a set of policies and procedures which have been made known to all members.   | 4.625                 |
| 2)                | The Commission, as a collegiate body, is diverse and possesses the right mix of knowledge, skills, and experience.  | 4.5                   |
| 3)                | The Commission provides director development activities (e.g., trainings and seminars, etc.) to keep its members up to date with relevant national and global developments, and to equip them with adequate knowledge and skills to perform their responsibilities. | 4.375                 |
| 4)                | The meetings of the Commission are timely scheduled and adequate in terms of frequency and duration.  | 4.5                   |
| 5)                | The meetings of the Commission have useful materials and an atmosphere that is conducive to a fair discussion of the items on the agenda.   | 4.5                   |
| 6)                | The members of the Commission participate actively during meetings, are supportive of each other and debate each other constructively in case of disagreement.  | 4.75                  |
| 7)                | The roles of the Commission and the Management are clearly distinguished. The Commission neither interferes with matters that are within the purview of Management nor abdicates its responsibilities to Management.  | 4.375                 |
| 8)                | The Commission gives policy directions and support to the Management.   | 4.875                 |
| 9)                | The Commission discusses sufficiently, with objectivity and independence, proposals from Management before granting approval.   | 4.75                  |
| 10)               | The Commission has effective monitoring tools and regularly monitors the overall performance of the Management as well as its implementation of corporate strategies and policies, business plans and operating budgets.  | 4.375                 |
| 11)               | The Commission provides the GOCC's vision, mission and goals, strategy maps, values and standards which it revisits from time to time to ensure continued relevance.  | 4.625                 |
| 12)               | The Commission monitors the performance, state and prospects of the GOCC on a regular basis.  | 4.25                  |