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**CHARTER OF THE EXECUTIVE & FINANCE COMMITTEE**  
*of the*  
**MANILA INTERNATIONAL AIRPORT AUTHORITY**

**Membership**

The Executive and Finance Committee shall consist of at least three (3) members but not more than five (5) Members of the Board, with the Chairman of the Board or, in his absence, the Vice-Chairman being the Committee Chairman.

Chairman : Sec. Jaime J. Bautista represented by Usec. Roberto C.O. Lim

Vice-Chairman : GM Eric Jose C. Ines

Members : (DOJ) Asec. Francis John Tejano  
(OP) Asec. Gabriel Lorenzo Ignacio  
(2023 August-2025 November)  
Atty. Danielle Marie Rieza-Culangen  
(2025 December-Present)  
(CAAP) DG Raul Del Rosario/DG Danjun Lucas  
(PRIVATE SECTOR) Dir. Primitivo Y. Garcia, III  
(2022 December-2025 May)  
Dir. Oscar De Leon Paras  
(2025 May-Present)

**PURPOSE**

Executive & Finance Committee, in accordance with the authority granted by the Board, or during the absence of the Board, shall act, by a vote of at least two-thirds (2/3) of its members on such specific matters within the competence of the Board as may from time to time be delegated to the Executive & Finance Committee in accordance with the Charter, except with respect to;

- (i) Filling of vacancies in the Board or in the Executive & Finance Committee;
- (ii) Amendment or repeal of any resolution of the Board which, by its express terms, cannot be amended or subject to repeal; and
- (iii) Exercise of powers delegated by the Board exclusively to other committees.

**MEETINGS**

The Executive and Finance Committee shall meet at least once a month. The presence of majority of the members shall constitute a quorum. The Chair shall preside at meetings of the Committee and shall set the agenda.

Meetings of the Committee may be held in-person and/or via telephonic or electronic conference, and at such times and places as the Committee determines. A majority of the members shall constitute a quorum. If a quorum is present, a majority of the members present shall decide any matter brought before the Committee.

The Chair may call a meeting of the Committee upon due notice to all other members at least three (3) weeks prior to the meeting and at least 48 hours prior to the meeting for more urgent matters.

Notice by electronic mail shall be sufficient notice. The Committee may also act by written consent signed by all of its members.

The Committee, through its Chair, may request that any officer of MIAA to attend a meeting of the Committee or for such person to meet with the Committee.

### **DUTIES AND RESPONSIBILITIES**

In addition to carrying out any other responsibilities delegated to the Committee by the Board, the Committee shall:

- Meet prior to each Board meeting to discuss the agenda for such Board meeting and any other related matters as the Committee deems necessary or appropriate.
- Provide guidance to and oversight of the other committees of the Board with respect to such committees' respective purposes, goals, functions, duties and responsibilities.
- Provide oversight of and accountability to Board-related budget items and expenses
- Act on behalf of the Board between Board meetings, pursuant to the MIAA Bylaws and subject to policies established by the Board;
- Act on behalf of the Board for the purpose of responding to urgent situations, pursuant to the MIAA Bylaws and subject to policies established by the Board;

### **REPORT**

Report regularly to the Board on Committee findings and recommendations, and maintain minutes or other records of Committee meetings and activities; and responsible to the Board for its activities.

### **AMENDMENT**

This Charter shall be reviewed every two years and recommendations for changes, if any, shall be submitted to the Board for approval.

### **EFFECTIVITY**

This Charter shall take effect immediately upon approval by the Board of Directors.