



## **SECRETARY'S CERTIFICATE**

I, **ATTY. MISHEENA JOYCE TIATCO-DONINA**, Acting Corporate Secretary of the Clark International Airport Corporation (CIAC), a corporation duly organized and existing under the laws of the Republic of the Philippines with office address at Corporate Office Building, Clark Civil Aviation Complex, Clark Freeport Zone, Pampanga, hereby certify, that during the 24 June 2016 6<sup>th</sup> Regular Board Meeting of the Board of Directors of the corporation, the following resolution was approved:

### **Resolution No. RM-06-12, Series of 2016**

**"RESOLVED**, that in compliance with the Governance Commission for GOCCs (GCG) Memorandum Circular No. 2016-02 entitled "Revised Whistleblowing Policy for the GOCC Sector," the herein attached Whistleblowing Policy of the Clark International Airport Corporation (CIAC), be **APPROVED**, as it is hereby **APPROVED.**"

**IN WITNESS WHEREOF**, I hereby sign this instrument this 30<sup>th</sup> day of June, 2016 at Clark Freeport Zone, Philippines.

  
**ATTY. MISHEENA JOYCE TIATCO-DONINA**  
Acting Corporate Secretary

# CLARK INTERNATIONAL AIRPORT CORPORATION WHISTLEBLOWING POLICY

1. **STATEMENT OF POLICY.** The Clark International Airport Corporation (CIAC) shall promote transparency, accountability and responsibility in the conduct of its operations with outmost degree of professionalism and effectiveness.

The Directors, Officers and Employees of CIAC shall conduct the affairs, operations and business of the Corporation in full compliance with applicable laws, rules and regulations. As public servants, the Directors, Officers and Employees shall exemplify the behavior and professional demeanor consistent with such laws, rules, regulations, policies and procedures.

CIAC shall also promote a reporting mechanism that would encourage employees or external parties to report serious misconduct and unethical work habit; without fear of reprisal, discrimination or adverse consequences.

2. **PURPOSE.** The purpose of this policy is to enable any concerned individuals to report and provide information, anonymously if opted to, and testify on matters involving acts and omissions of the CIAC Directors, Officers and Employees that are illegal, unethical, contrary to good governance principles, public policy and morals, promoting unsound and unhealthy business practices, and are grossly disadvantageous Corporation.
3. **COVERAGE.** This Policy shall be applicable to all CIAC Directors, Officers and Employees including those occupying co-terminus or contractual positions.
4. **REPORTABLE CONDITIONS.** Whistleblowers may report to the CIAC such acts or omissions that are illegal, unethical, contrary to good governance principles, public policy and morals, promoting unsound and unhealthy business practices, and are grossly disadvantageous to the CIAC, such as, but not limited to:
- (a) Abuse of Authority;
  - (b) Bribery;
  - (c) Conflict of Interest;
  - (d) Destruction/Manipulation of Records;
  - (e) Fixing;
  - (f) Inefficiency;
  - (g) Making False Statements;
  - (h) Malversation;
  - (i) Misappropriation of Assets;
  - (j) Misconduct;
  - (k) Money Laundering;
  - (l) Negligence of Duty;
  - (m) Nepotism;
  - (n) Plunder;
  - (o) Receiving a Commission;
  - (p) Solicitation of Gifts;
  - (q) Taking Advantage of Corporate Opportunities;
  - (r) Undue Delay in Rendition of Service;
  - (s) Undue Influence; and
  - (t) Violation of Procurement Laws.