

**LANDBANK COUNTRYSIDE DEVELOPMENT FOUNDATION, INC. (LCDFI)**  
**Summary of Executive Committee Meeting Resolutions**  
**CY 2025**

<b>Resolution No.</b>	<b>Date of Meeting</b>	<b>Title</b>	<b>Remarks</b>
25-001	January 28, 2025	Authority to Issue CY 2024 Financial Statement	approved
25-002	January 28, 2025	4th Quarter Report to LANDBANK Board	approved
25-003	January 28, 2025	Charter Statement, Strategy Map and Performance Scorecard	approved
25-004	January 28, 2025	2025 Corporate Operating Budget	Deferred
25-005	January 28, 2025	Guidelines on the Disbursement of Communication Expenses	approved
25-006	January 28, 2025	Regularization of Capacity Building Coordinators	approved
25-007	February 19, 2025	2025 Corporate Operating Budget	approved
25-008	February 19, 2025	Guidelines on the Disposal of LCDFI Properties	approved
25-009	March 20, 2025	Chairperson vice Ms. Consuelo N. Padilla	approved
25-010	March 21, 2025	Resignation of Corporate Treasurer Annalene M. Bautista	approved
25-011	March 22, 2025	Resolution of Appreciation for former Chairperson Consuelo N. Padilla	approved
25-012	March 23, 2025	Revised Citizens' Charter	approved
25-013	March 24, 2025	Guidelines on Overtime Services and Overtime Pay	approved
25-014	March 25, 2025	Permanency of Ms. Loris A. Reolada as Bookkeeper	approved
25-015	March 26, 2025	Director	approved
25-016	April 29, 2025	General Guidelines on Child-Oriented Transparency	approved
25-017	June 18, 2025	Salary Adjustment as reckoned from the date of the Board Resolution #23	approved
25-018	June 18, 2025	Revised Guidelines on Whistleblowing	approved
25-019	June 18, 2025	PRAISE Policy	approved
25-020	June 18, 2025	JG 10 Step 2, effective 17 August 2024	approved
25-021	July 24, 2025	Guidelines on the Sale of Properties to Government Officials/Employees	referendum
25-022	July 24, 2025	Request for Approval to Submit 2025 Q2 Accomplishment Report to LBP	approved via referendum
25-023	July 24, 2025	Proposal to Revise the Position Title, Job Description, and Qualification Standards of the Accountant Plantilla Item	approved via referendum
25-024	August 19, 2025	Grant of Salary Increase due to Step Increment to Ms. Mariyn Guiral JG 10 Step 2 to JG 10 Step 3 and Mr. Roger Suante from JG 6 Step 2 to JG 6 Step 3	no action
25-025	November 18, 2025	Hiring of Enterprise Development Coordinator Ms. Lynn A. Leopoldo	approved
25-026	November 18, 2025	Grant of Step Increment under CPCS 1 Implementing Guidelines No. 2021-01 Compensation System 5.2.1 & 5.5 to Ms. Guiral, Mr. Suante, and Mr. Jungco	approved
25-027	November 18, 2025	Guidelines on the Grant of Medical Allowance	approved
25-028	December 23, 2025	LCDFI Public Service Continuity Plan (PSCP)	approved via referendum