



KASAGANA - KA
Mutual Benefit Association, Inc.

KASAGANA-KA Mutual Benefit Association, Inc.
Remuneration Committee Meeting
KMBA Members' Center Building
27 April 2022 11:00 am

Present Board Committee Members <ol style="list-style-type: none"> 1. Maria Cleofe Gettie C. Sandoval 2. Philip Arnold P. Tuaño 3. Marlin C. Perez Also Present: <ol style="list-style-type: none"> 1. Silvida R. Antiquera 2. Analyn A. Shih 	<ul style="list-style-type: none"> - Chairperson, Independent Board Member - Committee Member, Independent Board Member - Committee Member, Board Adviser <ul style="list-style-type: none"> - Compliance Officer/General Manager - Exec. Assistant
---	---

Topic	Discussion
Call to Order	The meeting started at 11:00 am. Chairperson Gettie Sandoval acknowledge the presence of the committee member of which all are present. Compliance officer Silvida Antiquera also join the meeting with her staff, Analyn Shih.
Agenda	The agenda for the meeting was presented to the committee. Review of KSO Salary Scale
Review of KSO Salary Scale	<p>Compliance Officer/General Manager Silvida Antiquera gives an update regarding the meeting with the KSO HR and HRIS. The HRMD also seek Professional help of Ms. Candy Mauricio.</p> <p>Highlights of discussion includes the completion of the HRIS System this 2022 with the help of MIS who will provide training and coordinates to concern organization for any additional or improvement of the system. The HRIS aims to provide Job Evaluation Tool Plan including Job Description, Job Evaluation, Salary Review and even the Succession Plan.</p> <p>Each organization was asked to review the existing Job description of each staff. An update for any addition or changes in the initial JD can be made by the employee and submit it their unit head. The Unit head will then consolidate all the JD to speed up the process. One representative from the remuneration committee will join the KSO meeting after the completion of the review.</p> <p>For review of salary scale, each organization will use the Job factor provided by Ms. Mauricio. A separate meeting to discussed further will be announced.</p>



KASAGANA - KA Mutual Benefit Association, Inc.	Ms. Sandoval proposed Ms. Marlin Perez to represent the KMBA in the next KSO Meeting which agreed by Ms. Perez. She will provide an update to the committee for the result of the meeting. Should there be any matters that needs to discussed for approval, another meeting will be announced.
Adjournment	There being no other matter to discuss, the meeting ended at 12:25 in the afternoon.