

COVER SHEET

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SEC Registration Number

I	N	T	E	R	N	A	T	I	O	N	A	L		C	O	N	T	A	I	N	E	R		T	E	R	M	I	N	A	L
S	E	R	V	I	C	E	S	,		I	N	C	,																		

(Company's Full Name)

M	I	C	T		S	O	U	T	H		A	C	C	E	S		R	O	A	D		M	A	N	I	L	A		
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(Business Address: No. Street City/Town/Province)

Atty. Benjamin M. Gorospe III

(Contact Person)

245-4101

(Company Telephone Number)

Letter-Advisement

1 2	3 1
<i>Month</i>	<i>Day</i>

(Fiscal Year)

N/A

(Secondary License Type, If Applicable)

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Dept. Requiring this Doc.

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Total No. of Stockholders

3rd Thursday of April
<i>Month</i>
<i>Day</i>

(Annual Meeting)

N/A

Amended Articles Number/Section

Total Amount of Borrowings

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Domestic

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Foreign

To be accomplished by SEC Personnel concerned

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File Number

_____ LCU

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Document ID

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STAMPS

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**International
Container Terminal
Services, Inc.**

EXCELLENCE UNCONTAINED

May 27, 2014

Director Justina F. Callangan
Corporate Governance and Finance Department (CGFD)
SECURITIES AND EXCHANGE COMMISSION
SEC Building, EDSA, Greenhills, Mandaluyong City

**ADVISEMENT REGARDING UPDATES ON
THE ANNUAL CORPORATE GOVERNANCE REPORT**

Dear Director Callangan,

Pursuant to SEC Memorandum Circular 1 – 2014 on the Guidelines for Changes and Updates on the Annual Corporate Governance Report (ACGR), we write this letter of advisement regarding **INTERNATIONAL CONTAINER TERMINAL SERVICES, INC. (ICTSI)**'s ACGR. We have updated a portion of the company's ACGR on trainings of directors and senior management (i.e. Orientation and Education Program under Board Matters) which has been affected by the recent conduct of an **Orientation Course on Corporate Governance** by the **Institute of Corporate Directors (ICD)** last May 22, 2014 in compliance with SEC Memorandum Circular 20 – 2013. We shall submit the required Certificates of Attendance upon receipt thereof from ICD and within the required period.

Attached for reference are the relevant pages of our updated Annual Corporate Governance Report, which we shall likewise post in our company website concurrent with the submission of this letter of advisement.

We trust that you find everything in order. Thank you.

Very truly yours,

**INTERNATIONAL CONTAINER
TERMINAL SERVICES, INC. (ICTSI)**

By:


ATTY. BENJAMIN M. GOROSPE III
Assistant Corporate Secretary

ICTSI Administration Building
Manila International Container Terminal
MICT South Access Road
Port of Manila, Manila 1012
Philippines
P.O. Box 279 Manila Central
Telephone: 632 / 245 4101
Facsimile: 632 / 245 2245
URL: www.ictsi.com
www.mictweb.com



Pages 36 to 39 of the 2013 ANNUAL CORPORATE GOVERNANCE REPORT

6.) Orientation and Education Program

- (a) Disclose details of the company's orientation program for new directors, if any. For the above directors, there was no orientation conducted because all were re-elected by the shareholders. However, should there be any newly – elected director, an orientation or on-boarding program will be provided by company.
- (b) State any in-house training and external courses attended by Directors and Senior Management¹ for the past three (3) years:

2010

<u>ATTENDEES</u>	<u>SEMINAR TITLE</u>	<u>DATE</u>	<u>VENUE</u>
CABAS, JESULITO R.	AUTOMATING THE AUDIT PROCESS	JULY 2	Makati City
CONSING, RAFAEL JOSE D., JR.	ACCOUNTING FOR NON ACCOUNTANTS	MAY 27 - 28	Makati City
FESTIN, GERARD ANGELO EMILIO J.	FINANCIAL ACCOUNTING, ANALYSIS & AUDITING	AUGUST 16 - 20	Nevada Reno
GOROSPE, BENJAMIN M.	BEST PRACTICES IN CRAFTING HR POLICIES & CONTRACTS	MAY 13 - 14	Edsa Shangri-La
GOROSPE, BENJAMIN M.	BEST PRACTICES IN TRANSFER PRICING & HANDLING SPECIAL AUDITS OF RELATED COMPANIES & CONGLOMERATES	AUG. 19	Peninsula Hotel
MIGUEL, GIGI ILUMINADA T.	ADVANCED LOAN DOCUMENTATION	JUNE 24 - 25	Hongkong
OCCENA, ESTELA T.	FINANCIAL ACCOUNTING, ANALYSIS & AUDITING	AUGUST 16 - 20	Nevada Reno
PANILLA, CATHERINE D.	VALUE-AT-RISK : A GUIDE TO UNDERSTANDING and APPLICATION	JUNE 10 - 11	Makati City
SAMONTE, BERLIN O.	NEGOTIATION ESSENTIALS FOR PROJECT MANAGEMENT	AUG. 31 - SEPT. 1	Makati City
SAMSON, ROMMEL T.	ADVANCED BUDGET MANAGEMENT	JUNE 23 - 24	Ortigas

¹ Senior Management refers to the CEO and other persons having authority and responsibility for planning, directing and controlling the activities of the company.

	PROGRAM		Center
TABLANTE, ARNIE D.	VALUE-AT-RISK : A GUIDE TO UNDERSTANDING and APPLICATION	JUNE 10 - 11	Makati City
ZULUETA, MA. CRISTINA G.	SEMINAR-WORKSHOP ON JOB EVALUATION & SALARY ADMINISTRATION	SEPT. 16 - 17	UST Graduate School

2011

<u>ATTENDEES</u>	<u>SEMINAR TITLE</u>	<u>DATE</u>	<u>VENUE</u>
CABAS, JESULITO R.	CONTROL SELF ASSESSMENT : AN INTRODUCTION	JAN. 3 - 4	BEST WESTERN HOTEL
CABAS, JESULITO R.	SPANISH LANGUAGE INSTRUCTION	FEB. 8 - MARCH 10	ICTSI
DOMINGO, SUSAN S.	SPANISH LANGUAGE INSTRUCTION	JAN. 31 - FEB. 11	ICTSI
DOMINGO, SUSAN S.	MODERN ERM : RISK INTELLIGENCE PARADIGM 2011	JUNE 8 - 9	KUALA LUMPUR
FELICIANO, JOSELITO V.	36TH ANNUAL NATIONAL CONVENTION	NOV. 23 - 26	PICC
FERRER, EARL ERIC NESTOR H.	BASIC SPANISH INSTRUCTION	APRIL 25 - 29	ICTSI
GOROSPE, BENJAMIN M.	BEST PRACTICES GUIDE TO VALID DISMISSAL	FEB. 24	The Peninsula Manila
GOROSPE, BENJAMIN M.	MAXIMIZING TAX SAVINGS USING TAX TREATIES	MARCH 30 - 31	New World Hotel
GOROSPE, BENJAMIN M.	3 DAY MBA IN MERGERS & ACQUISITIONS	OCT. 12 - 14	SINGAPORE
MIGUEL, GIGI ILUMINADA R.	SPANISH LANGUAGE INSTRUCTION	FEB. 8 - MARCH 10	ICTSI
MIGUEL, GIGI ILUMINADA R.	5 DAY MBA IN PROJECT FINANCE	MARCH 21 - 25	SINGAPORE

<u>ATTENDEES</u>	<u>SEMINAR TITLE</u>	<u>DATE</u>	<u>VENUE</u>
MIGUEL, GIGI ILUMINADA R.	NEW ICC RULES FOR DEMAND GUARANTEES	OCT. 20 - 21	Edsa Shangrila Hotel
PANILLA, CATHERINE D.	SPANISH LANGUAGE INSTRUCTION	FEB. 8 - MARCH 10	ICTSI
SAMSON, ROMMEL T.	5 DAY MBA IN FINANCIAL MODELLING	JAN. 17 - 21	SINGAPORE
TABLANTE, ARNIE D.	SPANISH LANGUAGE INSTRUCTION	FEB. 8 - MARCH 10	ICTSI
TABLANTE, ARNIE D.	3 DAY MBA IN FINANCIAL MODELLING	JULY 20 - 24	HONGKONG
TABLANTE, ARNIE D.	FINANCIAL MODELLING MASTERCLASS	APRIL 5 - 6	Oakwood, Ortigas
ZULUETA, MA. CRISTINA G.	UNDERSTANDING REWARDS PHILOSOPHY, JOB ANALYSIS, JOB EVALUATION & SALARY STRUCTURE DEVT.	FEB. 9 - 11	Discovery Suites

In – house training:

<u>NUMBER OF ATTENDEES</u>	<u>SEMINAR TITLE</u>	<u>DATE</u>	<u>CONDUCTED BY</u>
17	SPANISH LANGUAGE INSTRUCTION	JAN. 31 - FEB. 11	INSTITUTO CERVANTES
25	DB WIZARDS GATES FUNCTIONAL TURN-OVER	JAN. - FEB.	DB WIZARDS
7	CHECKER'S TRAINING	FEB. 21 - MARCH 4	ICTSI
24	MEGAPORTS OPERATIONAL READINESS TRAINING COURSE	MARCH 23 - 25	US DOE
28	EARTHQUAKE PREPAREDNESS SEMINAR	MARCH 28	SAFETY
16	FIRST AID & BASIC LIFE SUPPORT (CPR)	MAY 30 - 31	PHIL. NAT. RED CROSS

17	MEGAPORTS REFRESHER TRAINING COURSE	JUNE 23 - 28	ICTSI
12	SAFETY AWARENESS, BASIC KNOWLEDGE ON DANGEROUS GOODS	JULY 19	SAFETY/ICTSI
18	MAGNA CARTA FOR WOMEN FORUM	AUG. 4	DOLE
22	ERT FIRE FIGHTING SEMINAR & DRILL	AUG. 4 - 5	FIRE CONTROL INDUSTRIAL CORP.
34	HMI ORIENTATION	NOV. 17	HMI/HRD
26	SOLID WASTE MANAGEMENT ACT OF 2000 (RA 9003)	DEC. 13	DENR

2012

<u>ATTENDEES</u>	<u>SEMINAR TITLE</u>	<u>DATE</u>	<u>VENUE</u>
CABAS, JESULITO MAGDALENO R.	FRAUD MASTER CLASS	JAN. 24 – 26	New World
CABAS, JESULITO MAGDALENO R.	TRANSFORMATION OF THE INTERNAL AUDIT FUNCTION	FEB. 25	Hotel Intercon
DOMINGO, SUSAN S.	SEC COMPLIANCE WITH RULES ON DISCLOSURE	AUG. 29	Peninsula Hotel
FELICIANO, JOSELITO V.	COMPREHENSIVE COURSE IN GROUNDING OF INDUSTRIAL & COMMERCIAL POWER SYSTEM	MARCH 14 – 15	Quezon City
TABLANTE, ARNIE D.	3 DAY MBA IN PORTS	MAY 30 - JUNE 1	HONGKONG

In – house training:

<u>NUMBER OF ATTENDEES</u>	<u>SEMINAR TITLE</u>	<u>DATE</u>	<u>CONDUCTED BY</u>
15	10 MULTI TRAILER SYSTEM PM OPERATORS TRAINING	JAN. 25	ICTSI/ OPERATIONS
22	EMPLOYEE DISCIPLINE WORKSHOP (1ST	FEB. 7 & 21	HRD/ICTSI

	BATCH)		
13	10 MULTI TRAILER SYSTEM (MTS) HANDS ON TRAINING	FEB. 21 - 22	ICTSI/ OPERATIONS
30	EMPLOYEE DISCIPLINE WORKSHOP (2ND BATCH)	MARCH 13 - 14	HRD/ICTSI
22	NEGOTIATION WORKSHOP (ICTSI CUSTOMER MGT. TRAINING)	MARCH 27 - 28	
34	ADVANCED FIRE FIGHTING SEMINAR & DRILL	MARCH 22 - 23	BUREAU OF FIRE PROTECTION
20	EMPLOYEE DISCIPLINE WORKSHOP (3RD BATCH)	APRIL 17 - 18	HRD/ICTSI
34	EMPLOYEE DISCIPLINE WORKSHOP (4TH BATCH)	MAY 8 - 9	HRD/ICTSI
32	LMC REFRESHER COURSE	MAY 31 - JUNE 1	HRD/ICTSI
24	EMPLOYEE DISCIPLINE WORKSHOP (5TH BATCH)	JUNE 5 - 6	HRD/ICTSI
20	EMPLOYEE DISCIPLINE WORKSHOP (6TH BATCH)	JULY 10 - 11	HRD/ICTSI
41	PAG-IBIG & OHILHEALTH ORIENTATION	AUG. 14	HRD/ICTSI
30	SSS ORIENTATION	AUG. 14	HRD/ICTSI
26	EARTHQUAKE PREPAREDNESS SEMINAR	JULY 20	SAFETY
18	ICTSI CUSTOMER MANAGEMENT TRAINING	MARCH 27- 28	Rizal Tower Rockwell, Makati

2013

<u>ATTENDEES</u>	<u>SEMINAR TITLE</u>	<u>DATE</u>	<u>VENUE</u>
CAUSON, CAROLINE C.	26 TH FINANCIAL MODELING MASTERCLASS	JULY 25-26	Crown Plaza, Ortigas
CAUSON, CAROLINE C.	5 TH BUDGETING AND FORECASTING USING EXCEL	Oct. 10-11	Astoria Plaza
PANILLA, CATHERINE D.	SAP BUSINESS ALL-IN-ONE LOGISTICS SPECIALIZATION TRAINING (A1LOG)	Sept. 4,5,6,9-10	Makati City
PEÑALBA, PABLO L.	TERMINAL FULL AUTOMATION SEMINAR	Oct. 16-17	UK, London
SAMONTE, BERLIN	37 TH LEADERSHIP & MANAGEMENT DEVELOPMENT PROGRAM	March 14- June 15	ADMU, Makati City
TABUENA, ARTHUR QUINTIN R.	SEMINAR ON THE FUNDAMENTALS OF INVESTOR RELATIONS	Sept. 5-6	Makati City
FELICIANO, JOSELITO V.	PREDICTIVE MAINTENANCE SEMINAR	Aug. 14-15	Pan Pacific Hotel

In – house training:

<u>NUMBER OF ATTENDEES</u>	<u>SEMINAR TITLE</u>	<u>DATE</u>	<u>CONDUCTED BY</u>
20	HMI ORIENTATION	Jan. 25 and 29	HMI/HRD
12	PORT SAFETY & HEALTH STANDARDS SEMINAR	March 12	SAFETY/HRD
17	OPERATIONS FOR NON OPERATIONS	April 30	HRD/ICTSI
12	PORT SAFETY & HEALTH STANDARDS SEMINAR	July 4	SAFETY/HRD
21	EARTHQUAKE PREPAREDNESS SEMINAR	July 16	SAFETY
10	PORT SAFETY & HEALTH STANDARDS SEMINAR	Sept. 25	SAFETY/ICTSI
22	EFFECTIVE INTERNAL AUDITING OF INTEGRATED MGT. SYSTEM	Oct. 8-10	CERTIFICATION INT'L

2014

<u>ATTENDEES</u>	<u>SEMINAR TITLE</u>	<u>DATE</u>	<u>CONDUCTED BY</u>
Jose Manuel M. De Jesus Rafael D. Consing Jr. Jose Joel M. Sebatian Antonius Floris Martijn van den Bosch Atty. Silverio Benny J. Tan Atty. Benjamin M. Gorospe III	Orientation Course on Corporate Governance	May 22, 2014	Institute of Corporate Directors