

SUN LIFE FINANCIAL PLANS, INC.

**AGENDA FOR THE REGULAR MEETING OF THE AUDIT, COMPLIANCE
and CORPORATE GOVERNANCE COMMITTEE**

Date : 02 March 2021
Duration : 10:00 a.m. to 11:00 a.m.
Place : Zoom Video Conference

| BUSINESS | | RESPONSIBLE PARTY | ACTION REQUIRED | APPEN DIX |
|----------|---|-------------------------------|-----------------|-----------|
| 1 | Call to Order (10:00) | Chairman | | |
| 2 | Certification of Notice and Quorum (10:01) | Corporate Secretary | Note | |
| 3 | Minutes of the Previous Meeting (02 December 2020) (10:02-10:03) | Chairman | Approve | / |
| 4 | Matters Arising from the Previous Meeting's Minutes: None (10:03-10:04) | Chairman | Note | |
| 5 | Presentation of the 2020 Audit Results and Management Letter (10:04-10:05) | Deloitte | Note | / |
| 6 | 2020 Audited Financial Statements (including Management Representation Letter) (10:05-10:15) | Deloitte / Sherwin S. Sampang | Approve | / |
| 7 | Private Meeting between the non-executive members of the Committee and the External Auditor (10:15-10:20) | Deloitte | | |
| 8 | Financial Review Summary (10:20-10:30) | Sherwin S. Sampang | Note | / |
| 9 | Compliance Report (10:30-10:35) | Ma. Jemilyn S. Camania | Note | / |
| 10 | 2021 Compliance Plan (10:35-10:40) | Ma. Jemilyn S. Camania | Approve | / |
| 11 | Report on Control (10:40-10:45) | Joel O. Bungabong | Note | / |
| 12 | Private Meeting between the non-executive members of the Committee and the Internal Auditor (10:45-10:50) | Chairman | | |
| 13 | Private Meeting between the non-executive members of the Committee and the Compliance Officer (10:50-10:55) | Chairman | | |
| 14 | Nomination of the Board of Directors (10:55) | Corporate Secretary | Approve | / |
| 15 | Forward Agenda (10:56) | Corporate Secretary | Note | / |
| 16 | Review of Committee Charter (10:57-10:58) | Corporate Secretary | Approve | / |
| 17 | Other matters, if any (10:59) | Chairman | Note | |

| BUSINESS | | RESPONSIBLE PARTY | ACTION REQUIRED | APPEN DIX |
|----------|---------------------|-------------------|-----------------|-----------|
| 18 | Adjournment (11:00) | Chairman | Approve | |

Distribution List

Directors

- Francisco S.A. Sandejas, Chairman (Independent)
- Oscar S. Reyes (Independent)
- Lucy C.L. Chou, Director

Attendees

- Alexander S. Narciso, President
- Benedicto C. Sison, Director
- Sherwin S. Sampang, Treasurer
- Maria Josefina A. Castillo, Chief Financial Officer, Sun Life Financial Philippines
- Ma. Jemilyn S. Camania, Compliance Officer
- Joel O. Bungabong, Internal Auditor
- Maria Sachiko A. Pang, Chief Actuary
- Navarro Amper & Co./ Deloitte Touche Tohmatsu, External Auditor
- Edgar S. Tordesillas, General Counsel
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Winlove Apple R. Sandalo-Esperanza, Assistant Corporate Secretary
- Maria Junifer L. Maliglig, Law Clerk

SUN LIFE FINANCIAL PLANS, INC.

**AGENDA FOR THE REGULAR MEETING OF THE
AUDIT, COMPLIANCE AND CORPORATE GOVERNANCE COMMITTEE**

Date : 06 December 2021
 Duration : 10:00 a.m. to 11:00 a.m.
 Place : Zoom Meeting Conference

| BUSINESS | | RESPONSIBLE PARTY | ACTION REQUIRED | APPEN DIX |
|----------|---|------------------------|-----------------|-----------|
| 1 | Call to Order (10:00) | Committee Chairman | | |
| 2 | Certification of Notice and Quorum (10:01) | Corporate Secretary | Note | |
| 3 | Minutes of the Previous Meeting (02 March 2021) (10:02) | Committee Chairman | Approve | / |
| 4 | Matters Arising from the Previous Meeting's Minutes: None (10:02-10:03) | Committee Chairman | Note | |
| 5 | External Audit Plan for Audit Year 2021 (10:03-10:13) | Deloitte | Approve | / |
| 6 | Private Meeting between the non-executive members of the Committee and the External Auditor (10:13-10:18) | Committee Chairman | | |
| 7 | Financial Review Summary (10:18-10:28) | Sherwin S. Sampang | Note | / |
| 8 | Compliance Report (10:28 -10:33) | Ma. Jemilyn S. Camania | Note | / |
| 9 | Report on Controls (10:33-10:38) | Joel O. Bungabong | Note | / |
| 10 | 2022 Internal Audit Plan (10:38-10:43) | Joel O. Bungabong | Approve | / |
| 11 | Private Meeting between the non-executive members of the Committee and the Internal Auditor (10:43-10:48) | Committee Chairman | | |
| 12 | Private Meeting between the non-executive members of the Committee and the Compliance Officer (10:48-10:53) | Committee Chairman | | |
| 13 | Forward Agenda (10:53-10:54) | Corporate Secretary | Note | / |
| 14 | Schedule of Meetings 2022-2023 (10:54-10:55) | Corporate Secretary | Approve | / |
| 15 | Other matters, if any (10:55-10:56) | Chairman | Note | |
| 16 | Adjournment (10:57) | Committee Chairman | Approve | |

Distribution List

Directors

- Francisco S.A. Sandejas, Chairman (Independent)
- Oscar S. Reyes, (Independent)
- Lucy C.L. Chou, Director

Attendees

- Alexander S. Narciso, President
- Benedicto C. Sison, Director
- Sherwin S. Sampang, Treasurer
- Ma. Jemilyn S. Camania, Compliance Officer
- Joel O. Bungabong, Internal Auditor
- Abigail I. Viaje, Chief Actuary
- Maria Sachiko A. Pang, Chief Financial Management Officer
- Navarro Amper & Co./ Deloitte Touche Tohmatsu, External Auditor
- Candy D. Esteban, Chief Financial Officer, Sun Life Philippines
- Gaurav Mishra, Chief Operations and Digital Enterprise Officer
- Pia Angelica Javier, OIC Chief Technology Officer
- Maria Josefina A. Castillo, Chief Operating Officer, SLGFI
- Ria V. Mercado, Chief Risk Officer
- Edgar S. Tordesillas, General Counsel
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Winlove Apple R. Sandalo-Esperanza, Assistant Corporate Secretary
- Maria Junifer L. Maliglig, Law Clerk