

SUN LIFE OF CANADA (PHILIPPINES), INC.

**AGENDA FOR THE REGULAR MEETING OF THE AUDIT, RISK MANAGEMENT AND
REVIEW OF RELATED PARTY TRANSACTIONS COMMITTEE**

Date : 13 March 2024
 Duration : 8:30 a.m. – 10:15 a.m.
 Place : Board Room, 6th Floor Sun Life Centre, Bonifacio Global City, Taguig City

	BUSINESS	RESPONSIBLE PARTY	ACTION REQUIRED	APPENDIX
1	Call to Order (8:30)	Chairman		
2	Certification of Notice and Quorum (8:31)	Corporate Secretary	Note	
3	Minutes of the Previous Meeting (15 December 2023) (8:31-8:32)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting: None (8:33)	Corporate Secretary	Note	/
5	Presentation of the 2023 Audit Results and Management Letter (8:34-8:40)	Deloitte	Note	/
6	Audited Financial Statements for 2023 (8:40--8:55)	Deloitte / Candy S. Esteban	Approve/ Endorse	/
7	Private Meeting of the Non-Executive Members of the Committee with the External Auditor (8:55-9:05)	Chairman		
8	Financial Review Summary (9:05-9:20)	Candy S. Esteban	Note	/
9	Report on Control (9:20-9:35)	Joel O. Bungabong	Note	/
10	Review of Committee Charter (9:35-9:40)	Corporate Secretary	Approve	/
11	Forward Agenda (9:40-9:41)	Corporate Secretary	Note	/
12	Private Meeting Between the Non-Executive Members of the Committee and the Internal Auditor (9:41-9:46)	Chairman		
13	Other Matters, if any (9:46-9:50)	Corporate Secretary	Note	
13a	a. SLOCPI and SLIMTC Investment Management Agreement	Candy S. Esteban	Note	/
14	Adjournment (9:51)	Chairman	Approve	

Distribution List

Committee Members

- Jose Isidro N. Camacho
- Francisco S.A. Sandejas
- Ingrid Gail Johnson

Attendees

- Benedicto C. Sison, CEO & Country Head
- Manjit Singh, Director
- Lucy C.L. Chou, Director
- Gaurav Mishra, incoming Director
- Candy S. Esteban, Treasurer & CFO
- Deloitte Touche Tohmatsu/ Navarro Amper, External Auditor
- Abigail L. Viaje, Chief Actuary
- Maria Sachiko A. Pang, Chief Financial and Risk Management Officer
- Joel O. Bungabong, Internal Auditor
- John Paul Palpalatoc, Chief Technology Officer
- Ritchie Ryan G. Teo, Chief Investment Officer, SLIMTC
- Nicole B. San Juan, Global Funds Portfolio Manager
- Edgar S. Tordesillas, General Counsel
- Paolo P. Macapagal, Deputy General Counsel
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Frances Ianna S. Canto, Assistant Corporate Secretary
- Karen Ann M. Merza, Law Clerk

SUN LIFE OF CANADA (PHILIPPINES), INC.

**AGENDA FOR THE REGULAR MEETING OF THE AUDIT, RISK MANAGEMENT
AND THE REVIEW COMMITTEE FOR RELATED PARTY TRANSACTIONS**

Date : 03 May 2024
 Duration : 9:30 a.m. – 11:00 a.m.
 Place : Board Room, 6th Floor, Sun Life Centre, BGC, Taguig City

	BUSINESS	RESPONSIBLE PARTY	ACTION REQUIRED	APPENDIX
1	Call to Order (9:30)	Chairman		
2	Certification of Notice and Quorum (9:31)	Corporate Secretary	Note	
3	Minutes of the Previous Meeting (13 March 2024) (9:32- 9:33)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting (none) (9:34)	Chairman	Note	/
5	Key Risks Update, including: (9:35-10:00)	Ria V. Mercado		/
5a	a. Key Risks Report		Note	
5b	b. 2024 Key Risks		Approve	
5c	c. 2023 Annual Risk Questionnaire Results		Note	
6	Compliance Report (10:00-10:25)	Maria Teresa A. Co	Note	/
7	2024 Compliance Plan (10:25 – 10:30)	Maria Teresa A. Co	Approve	/
8	Private Meeting Between the Committee and the Chief Compliance Officer (10:30-10:35)	Chairman		
9	Private Meeting Between the Committee and the Chief Risk Officer (10:35-10:40)	Chairman		
10	Review of Related Party Transactions (10:40-10:45)	Candy S. Esteban	Note	/
11	Review of RPT Operating Guidelines (10:45-10:50)	Maria Teresa A. Co	Approve/ Endorse	/
12	Forward Agenda (10:51)	Corporate Secretary	Note	/
13	Other Matters (10:52)	Chairman	Note	
13a	a. Update on the SLOCPIIMA with SLIMTC	Candy S. Esteban	Approve / Endorse	/
14	Adjournment (10:53)	Chairman	Approve	

Distribution List

Committee Members

- Jose Isidro N. Camacho *, Committee Chairman
- Francisco S. A. Sandejas*
- Manjit Singh, Director

Attendees

- Benedicto C. Sison, Director, Country Head and CEO
- Gaurav Mishra, Director, Director, Chief Operations & Digital Enterprise Officer
- Bennet Li, incoming Director
- Candy S. Esteban, Treasurer & CFO
- Alfonso D. Quitangon, Chief Distribution Officer
- Maria Teresa A. Co, Chief Compliance Officer
- Ria V. Mercado, Chief Risk Officer
- Michelle C. Garcia, Chief Human Resources Officer, Sun Life Philippines
- Abigail L. Viaje, Chief Actuary
- Maria Sachiko A. Pang, Chief Financial Management Officer
- Joel O. Bungabong, Internal Auditor
- John Paul Palpallatoc, Chief Technology Officer
- Ivan P. Corcuera, Head of Investments
- Edgar S. Tordesillas, General Counsel
- Paolo P. Macapagal, Deputy General Counsel
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Frances Ianna S. Canto, Assistant Corporate Secretary
- Karen Ann Merza, Law Clerk

* *Independent Director*

SUN LIFE OF CANADA (PHILIPPINES), INC.

**AGENDA FOR THE REGULAR MEETING OF THE AUDIT, RISK MANAGEMENT AND
REVIEW OF RELATED PARTY TRANSACTIONS COMMITTEE**

Date : 04 June 2024
 Duration : 8:00 a.m. – 10:30 a.m.
 Place : Board Room, 6th Floor Sun Life Centre, Bonifacio Global City, Taguig City

	BUSINESS	RESPONSIBLE PARTY	ACTION REQUIRED	APPENDIX
0	<i>Breakfast Meeting of Non-Executive Directors without Management Present (8:00)</i>			
1	Call to Order (8:15)	Chairman		
2	Certification of Notice and Quorum (8:16)	Corporate Secretary	Note	
3	Minutes of the Previous Meeting (03 May 2024) (8:17)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting: (1) (8:18-8:20)	Corporate Secretary	Note	/
5	Financial Review Summary (8:21-8:40)	Candy S. Esteban	Note	/
6	Review of External Audit Relationship (8:41-8:45) (Including review of Audit Fees – indicative amount)	Candy S. Esteban	Approve/Endorse	
7	Review of Related Party Transactions (8:46-8:50)	Candy S. Esteban	Note	/
8	Updating the RPT Form (8:51-8:55)	Corporate Secretary	Note	/
9	Key Risks Update (8:56-9:15)	Ria V. Mercado		
10	Compliance Report (9:16-9:35)	Maria Teresa A. Co	Note	/
11	Report on Controls (9:36-9:50)	Joel O. Bungabong	Note	/
12	Forward Agenda (9:51)	Corporate Secretary	Note	/
13	Private Meeting Between the Committee and the Internal Auditor (9:52-10:00)	Chairman		
14	Private Meeting Between the Committee and the Compliance Officer (10:01-10:10)	Chairman		
15	Private Meeting Between the Committee and the Risk Officer (10:11-10:20)	Chairman		
16	Other Matters			
16a	a. SLOCPI IMA Fees with SLIMTC	Candy S. Esteban	Approve/Endorse	/

16	Adjournment (10:21)	Chairman	Approve	
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Distribution List

Committee Members

- Jose Isidro N. Camacho *, Committee Chairman
- Manjit Singh, Director
- Francisco S. A. Sandejas*

Attendees

- Benedicto C. Sison, Director, Country Head & CEO
- Gaurav Mishra, Director and Chief Operations & Digital Enterprise Officer
- Bennet Li, Director
- Candy S. Esteban, Treasurer & CFO
- Maria Sachiko A. Pang, Chief Financial Management Officer
- Abigail L. Viaje, Chief Actuary
- Alfonso D. Quitangon, Chief Distribution Officer
- Ria V. Mercado, Chief Risk Officer
- Maria Teresa A. Co, Chief Compliance Officer
- Joel O. Bungabong, Internal Auditor
- Ivan P. Corcuera, Head, Investments
- Aleister A. Cruz, Chief Strategy and Enablement Officer
- John Paul Palpallatoc, Chief Technology Officer
- Edgar S. Tordesillas, General Counsel
- Paolo P. Macapagal, Deputy General Counsel
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Frances Ianna S. Canto, Counsel
- Karen Ann Merza, Law Clerk

 * Independent Director

SUN LIFE OF CANADA (PHILIPPINES), INC.

**AGENDA FOR THE REGULAR MEETING OF THE AUDIT, RISK MANAGEMENT AND
REVIEW OF RELATED PARTY TRANSACTIONS COMMITTEE**

Date : 04 September 2024
 Duration : 8:25 a.m. – 10:30 a.m.
 Place : Board Room, 6th Floor Sun Life Centre BGC, Taguig City

	BUSINESS	RESPONSIBLE PARTY	ACTION REQUIRED	APPENDIX
1	Call to Order (8:25)	Chairman		
2	Certification of Notice and Quorum (8:26)	Corporate Secretary	Note	
3	Minutes of the Previous Meeting (03 June 2024) (8:26-8:27)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting: (1) (8:27-8:28)	Corporate Secretary	Note	/
5	External Audit Plan for Audit Year 2024 (8:28-8:45)	Deloitte	Approve	/
6	Private Meeting Between the Non-Executive Members of the Committee and the External Auditor (8:45-8:55)	Chairman		
7	Financial Review Summary (with report on External Auditor's Fees) (8:55-9:10)	Leo Carl T. Chin	Note	/
8	Review of Related Party Transactions (9:10-9:15)	Leo Carl T. Chin	Note	/
9	Key Risk Updates (9:15-9:30)	Ria V. Mercado	Note	
10	Compliance Report (9:30-9:45)	Maria Teresa A. Co	Note	/
11	Report on Controls (9:45-9:55)	Joel O. Bungabong	Note	/
12	Forward Agenda (9:56)	Corporate Secretary	Approve	/
13	Private Meeting Between the Committee and the Internal Auditor (9:56-10:06)	Chairman		
14	Private Meeting Between the Committee and the Compliance Officer (10:06-10:16)	Chairman		
15	Private Meeting Between the Committee and the Risk Officer (10:16-10:26)	Chairman		
16	Other Matters, if any (10:27)	Chairman	Note	
17	Adjournment (10:28)	Chairman	Approve	

Distribution List

Committee Members

- Jose Isidro N. Camacho*, Committee Chairman
- Manjit Singh, Director
- Francisco S. A. Sandejas*

Attendees

- Benedicto C. Sison, Director, Country Head & CEO
- Gaurav Mishra, Director and Chief Operations & Digital Enterprise Officer
- Bennet Li, Director
- Leo Carl T. Chin, Head, Accounting & Controllershship
- Deloitte Touche Tohmatsu/Navarro Amper and Co., External Auditor
- Abigail L. Viaje, Chief Actuary
- Maria Sachiko A. Pang, Chief Financial Management Officer
- Alfonso D. Quitangon, Chief Distribution Officer
- Ria V. Mercado, Chief Risk Officer
- Maria Teresa Co, Chief Compliance Officer
- Joel O. Bungabong, Internal Auditor
- Ivan P. Corcuera, Head, Investments
- Ritchie Ryan G. Teo, Chief Investments Officer, SLIMTC
- John Paul Palpallatoc, Chief Technology Officer
- Edgar S. Tordesillas, General Counsel
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Frances Ianna S. Canto, Assistant Corporate Secretary
- Karen Ann M. Merza, Legal Officer

* *Independent Director*

SUN LIFE OF CANADA (PHILIPPINES), INC.

**AGENDA FOR THE REGULAR MEETING OF THE AUDIT, RISK MANAGEMENT AND
REVIEW OF RELATED PARTY TRANSACTIONS COMMITTEE**

Date : 03 December 2024
 Duration : 9:00 a.m. – 11:15 a.m.
 Place : Board Room, 6/F Sun Life Centre, 5th Ave. cor. Rizal Drive, BGC, Taguig City

BUSINESS		RESPONSIBLE PARTY	ACTION REQUIRED	APPENDIX
1	Call to Order (9:00)	Chairman		
2	Certification of Notice and Quorum (9:01)	Corporate Secretary	Note	
3	Minutes of the Previous Meeting (04 September 2024) (9:02)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting: (4) (9:02-9:12)	Chairman	Note	/
5	2024 Interim Audit Update (9:12-9:20)	Deloitte	Note	/
6	Private Meeting between the External Auditor and the Committee (9:20-9:30)	Chairman		
7	Financial Review Summary (9:30-9:40)	Candy S. Esteban	Note	/
8	Review of Related Party Transactions (9:40-9:45)	Candy S. Esteban	Note	/
9	Key Risks Update: (9:45-10:00)	Ria V. Mercado	Note	/
9a	a. ORSA report	Ria V. Mercado	Approve / Endorse	/
10	Compliance Report (10:00-10:15)	Maria Teresa A. Co	Note	/
11	Report on Controls (10:15-10:25)	Joel O. Bungabong	Note	/
12	2025 Internal Audit Plan (10:25-10:30)	Joel O. Bungabong	Approve/ Endorse	/
13	Forward Agenda (10:31)	Corporate Secretary	Approve	/
14	Schedule of 2025-2026 Meetings (10:32)	Corporate Secretary	Approve	/
15	Private Meeting Between the Committee and the Internal Auditor (10:33-10:42)	Chairman		
16	Private Meeting Between the Committee and the Chief Compliance Officer (10:43-10:52)	Chairman		
17	Private Meeting Between the Committee and the Chief Risk Officer (10:53-11:02)	Chairman		

	BUSINESS	RESPONSIBLE PARTY	ACTION REQUIRED	APPENDIX
18	Other matters (11:03)	Chairman		
18	a. Updates on the Enterprise Financial Crimes Compliance Program	Maria Teresa A. Co	Note	/
19	Adjournment (11:10)	Chairman	Approve	

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Committee Members

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- Manjit Singh, Director
- Francisco S. A. Sandejas *

Attendees

- Benedicto C. Sison, Director, Country Head & CEO
- Gaurav Mishra, Director and Chief Operations & Digital Enterprise Officer
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