

## SUN LIFE FINANCIAL PLANS, INC.

### AGENDA FOR THE REGULAR MEETING OF THE REVIEW COMMITTEE FOR RELATED PARTY TRANSACTIONS

Date : 15 March 2024  
Duration : 3:10 p.m. - 3:30 p.m.  
Place : Board Room, 12<sup>th</sup> Floor, Sun Life Centre, Bonifacio Global City, Taguig City

	BUSINESS	RESPONSIBLE PARTY	ACTION REQUIRED	APPENDIX
1	Call to Order (3:10)	Chairman		
2	Certification of Notice and Quorum (3:11)	Corporate Secretary	Note	
3	Minutes of the Previous Meeting (06 December 2023) (3:12)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting: None (3:13)	Chairman	Note	
5	Review of Related Party Transactions (3:14-3:16)	Leo Carl T. Chin	Note	/
6	Review of Committee Charter (3:16-3:20)	Corporate Secretary	Approve	/
7	Review of RPT Operating Guidelines (3:20- 3:25)	Maria Teresa A. Co	Approve/ Endorse	/
8	Forward Agenda (3:25 - 3:28)	Chairman	Note	/
9	Other Matters, if any (3:29)	Chairman	Note	
10	Adjournment (3:30)	Chairman	Approve	

#### Distribution List

##### Directors

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

##### Attendees

- Maria Sachiko A. Pang, Director and President
- Benedicto C. Sison, Director
- Leo Carl T. Chin, Treasurer
- Candy S. Esteban, Chief Financial Officer, Sun Life Philippines
- Maria Teresa A. Co, Compliance Officer
- Gaurav Mishra, Chief Operations & Digital Enterprise Officer
- Joel O. Bungabong, Internal Auditor
- Edgar S. Tordesillas, General Counsel
- Paolo P. Macapagal, Deputy General Counsel
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Hope Jan C. Candido, Assistant Corporate Secretary
- Karen Ann M. Merza, Law Clerk

## SUN LIFE FINANCIAL PLANS, INC.

### AGENDA FOR THE REGULAR MEETING OF REVIEW COMMITTEE FOR RELATED PARTY TRANSACTIONS

Date : 02 December 2024  
Duration : 9:50 a.m. – 10:00 a.m.  
Place : Board Room, 6<sup>th</sup> Floor, Sun Life Centre, 5<sup>th</sup> Ave. cor. Rizal Drive, BGC, Taguig City

	BUSINESS	RESPONSIBLE PARTY	ACTION REQUIRED	APPENDIX
1	Call to Order (9:50)	Chairman		
2	Certification of Notice and Quorum (9:51)	Corporate Secretary	Note	
3	Minutes of the Previous Meeting (06 May 2024) (9:52)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting: None (9:53)	Chairman	Note	
5	Review of Related Party Transactions (9:54-9:56)	Leo Carl T. Chin	Note	/
6	Forward Agenda (9:57)	Corporate Secretary	Approve	/
7	Schedule of Meetings for 2025-2026 (9:58)	Corporate Secretary	Approve	/
8	Other Matters, if any (9:59)	Chairman	Note	
9	Adjournment (10:00)	Chairman	Approve	

#### Distribution List

##### Directors

- Oscar S. Reyes, Committee Chairman and Independent Director
- Francisco S.A. Sandejas, Independent Director
- Benedicto C. Sison

##### Attendees

- Maria Sachiko A. Pang, Director and President
- Bennet Li, Director
- Leo Carl T. Chin, Treasurer
- Candy S. Esteban, Chief Financial Officer, Sun Life Philippines
- Maria Teresa A. Co, Compliance Officer
- Gaurav Mishra, Chief Operations & Digital Enterprise Officer
- Joel O. Bungabong, Internal Auditor
- Ritchie Ryan G. Teo, Chief Investment Officer, SLIMTC
- Edgar S. Tordesillas, General Counsel
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Frances Ianna S. Canto, Incoming Assistant Corporate Secretary
- Karen Ann M. Merza, Legal Officer

