

**SUN LIFE FINANCIAL PLANS, INC.**

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

Date : 02 March 2022  
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 (06 December 2021) (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 2021 Audit Results and Management Letter (10:04-10:05)	Deloitte	Note	/
6	2021 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	2022 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
17a	a. Money Laundering and Terrorism Financing Prevention Program (MTPP)	Ma. Jemilyn S. Camania	Approve	/
17b	b. Revised Manual on Corporate Governance	Corporate Secretary	Approve/ Endorse	/
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
- Candy S. Esteban, Chief Financial Officer, Sun Life Philippines
- Ma. Jemilyn S. Camania, Compliance Officer
- Joel O. Bungabong, Internal Auditor
- Abigail L. Viaje, Chief Actuary
- Maria Sachiko A. Pang, Chief Financial Management Officer
- Navarro Amper & Co./ Deloitte Touche Tohmatsu, External Auditor
- Gaurav Mishra, Chief Operations and Digital Enterprise Officer
- Pia Angelica Javier, OIC Chief Technology Officer
- 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

**SUN LIFE FINANCIAL PLANS, INC.**

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

Date : 05 December 2022  
 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 2022) (10:02)	Committee Chairman	Approve	/
4	Matters Arising from the Previous Meeting's Minutes: (1) (10:02-10:03)	Committee Chairman	Note	
5	External Audit Plan for Audit Year 2022 (10:03-10:15)	Deloitte	Approve	/
6	Private Meeting between the non-executive members of the Committee and the External Auditor (10:15-10:20)	Committee Chairman		
7	Financial Review Summary (10:20-10:30)	Leo Carl T. Chin	Note	/
7a	a. Audit Fee for 2022		Approve	/
8	Compliance Report (10:30 -10:35)	Ma. Jemilyn S. Camania	Note	/
9	Report on Controls (10:35-10:40)	Joel O. Bungabong	Note	/
10	2023 Internal Audit Plan (10:40-10:45)	Joel O. Bungabong	Approve	/
11	Private Meeting between the non-executive members of the Committee and the Internal Auditor (10:45-10:50)	Committee Chairman		
12	Private Meeting between the non-executive members of the Committee and the Compliance Officer (10:50-10:55)	Committee Chairman		
13	Forward Agenda (10:56-10:57)	Corporate Secretary	Note	/
14	Schedule of Meetings 2023-2024 (10:57-10:58)	Corporate Secretary	Approve	/
15	Other matters, if any (10:58-10:59)	Chairman	Note	
16	Adjournment (11:00)	Committee Chairman	Approve	

**Distribution List**

**Directors**

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

**Attendees**

- Maria Sachiko A. Pang, Director and President
- Benedicto C. Sison, Director
- Leo Carl T. Chin, Treasurer
- Ma. Jemilyn S. Camania, Chief Compliance Officer
- Maria Pia A. Urgello, Deputy Compliance Officer
- Joel O. Bungabong, Internal Auditor
- Abigail I. Viaje, Chief Actuary
- 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, Chief Technology Modernization Officer
- Ria V. Mercado, Chief Risk Officer
- Ivan P. Corcuera, Head of Investments
- Edgar S. Tordesillas, General Counsel
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Hope Jan C. Candido, Assistant Corporate Secretary
- Maria Junifer L. Maliglig, Law Clerk

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\* Independent Director