

SUN LIFE OF CANADA (PHILIPPINES), INC.

AGENDA FOR THE REGULAR MEETING OF THE AUDIT COMMITTEE

Date : 03 March 2021
 Duration : 9:30 a.m. – 11:00 a.m.
 Place : Zoom Video Conference

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 (04 December 2020) (9:31-9:32)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting: None (9:32-9:33)	Corporate Secretary	Note	
5	Presentation of the 2020 Audit Results and Management Letter (9:33-9:45)	Deloitte	Note	/
6	Audited Financial Statements for 2020 (9:45-9:55)	Deloitte / Maria Josefina A. Castillo	Approve	/
7	Private Meeting of the Non-Executive Members of the Committee with the External Auditor (9:55-10:05)	Chairman		
8	Financial Review Summary (10:05-10:15)	Maria Josefina A. Castillo	Note	/
9	Report on Control (10:15-10:20)	Joel O. Bungabong	Note	/
10	Private Meeting Between the Non-Executive Members of the Committee and the Internal Auditor (10:20-10:30)	Chairman		
11	Review of Committee Charter (10:30-10:35)	Corporate Secretary	Approve	/
12	Forward Agenda (10:35-10:36)	Corporate Secretary	Approve	/
13	Other Matters, if any (10:37)	Corporate Secretary	Note	
14	Adjournment (10:38)	Chairman	Approve	

Distribution List

Committee Members

- Jose Isidro N. Camacho*, Committee Chairman
- Francisco S.A. Sandejas*
- Leo M. Grepin

Attendees

- Benedicto C. Sison, CEO & Country Head
- Alexander S. Narciso, President
- Lucy C.L. Chou, Director
- Maria Josefina A. Castillo, Treasurer & CFO
- Candy S. Esteban, Head-Financial Planning and Analysis, SLAMCI
- Navarro Amper & Co./ Deloitte Touche Tohmatsu, External Auditor
- Maria Sachiko A. Pang, Chief Actuary
- Joel O. Bungabong, Internal Auditor
- Teresa de Lara, VP-Internal Audit, Sun Life Asia
- Michael Gerard D. Enriquez, Chief Investment Officer
- Edgar S. Tordesillas, General Counsel
- Jemilyn S. Camania, Compliance Officer
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Winlove Apple Sandalo-Esperanza, Assistant Corporate Secretary
- Maria Junifer M. Maliglig, Law Clerk

*Independent Director

SUN LIFE OF CANADA (PHILIPPINES), INC.

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

Date : 04 May 2021
 Duration : 9:00 a.m. – 10:00 a.m.
 Place : Zoom Video Conference

	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 December 2020 and 03 March 2021) (9:02- 9:03)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting: (1) (9:03-9:04)	Chairman	Note	/
5	Key Risks Update, including: (9:04-9:20)	Chairman		
5a	a. Key Risks Update	Ria V. Mercado	Note	/
5b	b. 2021 Key Risks Report	Ria V. Mercado	Note	/
5c	c. Annual Risk Questionnaire Results	Ria V. Mercado	Note	/
5d	d. Market Risk Tolerance Limit (MRTL)	Maria Sachiko A. Pang	Note	/
6	Compliance Report (9:20-9:25)	Ma. Jemilyn S. Camania	Note	/
7	2021 Compliance Plan (9:25 – 9:30)	Ma. Jemilyn S. Camania	Approve	/
8	Private Meeting Between the Committee and the Compliance Officer (9:30-9:35)	Chairman		
9	Private Meeting Between the Committee and the Risk Officer (9:35-9:40)	Chairman		
10	Review of Related Party Transactions (9:40-9:43)	Maria Josefina A. Castillo	Note	
11	Review of RPT Operating Guidelines (9:43-9:45)	Ma. Jemilyn S. Camania	Approve	/
12	Forward Agenda (9:46)	Corporate Secretary	Note	/
13	Other Matters, if any (9:47)	Chairman	Note	
13a	a. Risk Management Framework	Ria V. Mercado	Approve/ Endorse	/
14	Adjournment (9:48)	Chairman	Approve	

Distribution List

Committee Members

- Jose Isidro N. Camacho*, Committee Chairman
- Leo M. Grepin, Director
- Francisco S. A. Sandejas*

Attendees

- Benedicto C. Sison, CEO & Country Head
- Alexander S. Narciso, President
- Lucy C.L. Chou, Director
- Maria Josefina A. Castillo, Treasurer & CFO
- Maria Sachiko A. Pang, Chief Actuary
- Ria V. Mercado, Risk Officer
- Ma. Jemilyn S. Camania, Compliance Officer
- Michael Gerard D. Enriquez, Chief Investment Officer
- Teodoro S. Pineda, Jr., Chief Technology Officer
- Joel O. Bungabong, Internal Auditor
- Teresa de Lara, VP-Internal Audit, Sun Life Asia
- Candy S. Esteban, Head-Financial Planning and Analysis, SLAMCI
- 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

* 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 : 08 June 2021
Duration : 8:00 a.m. – 10:15 a.m.
Place : Zoom Meeting Conference

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 (04 May 2021) (8:16-8:17)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting (4) (8:17-8:25)	Corporate Secretary	Note	/
5	Special Report: Sun Life Cyber Security Framework (8:25 – 8:35)	Manu Bhatia	Note	/
6	Financial Review Summary (8:35-8:45)	Maria Josefina A. Castillo	Note	/
7	Review of External Audit Relationship (8:45-8:46)	Maria Josefina A. Castillo	Note	
8	Review of Related Party Transactions (8:46-8:51)	Maria Josefina A. Castillo	Note	/
9	Updating the RPT Form (8:51-8:55)	Corporate Secretary	Note	/
10	Key Risks Update, including: (8:55-9:10)	Chairman		
10a	a. Key Risks Update	Ria V. Mercado	Note	/
10b	b. Stress Testing Results	Maria Sachiko A. Pang	Note	/
11	Compliance Report (9:10-9:20)	Ma. Jemilyn S. Camania	Note	/
12	Report on Controls (9:20-9:25)	Joel O. Bungabong	Note	/
13	Private Meeting Between the Committee and the Internal Auditor (9:25-9:30)	Chairman		
14	Private Meeting Between the Committee and the Compliance Officer (9:30-9:35)	Chairman		
15	Private Meeting Between the Committee and the Risk Officer (9:35-9:40)	Chairman		

16	Forward Agenda (9:41)	Corporate Secretary	Approve	/
17	Adjournment (9:42)	Chairman	Approve	

Distribution List

Committee Members

- Jose Isidro N. Camacho*, Committee Chairman
- Francisco S.A. Sandejas*
- Leo M. Grepin

Attendees

- Benedicto C. Sison, CEO & Country Head
- Alexander S. Narciso, President
- Lucy C.L. Chou, Director
- Maria Josefina A. Castillo, Treasurer & CFO
- Maria Sachiko A. Pang, Chief Actuary
- Joel O. Bungabong, Internal Auditor
- Teresa de Lara, VP-Internal Audit, Sun Life Asia
- Teodoro S. Pineda, Jr., Chief Technology Officer
- Manu Bhatia, Head, Asia Information Technology
- Michael Gerard D. Enriquez, Chief Investment Officer
- Candy S. Esteban, Sun Life Observer
- Edgar S. Tordesillas, General Counsel
- Ria V. Mercado, Risk Officer
- Ma. Jemilyn S. Camania, Compliance Officer
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Winlove Apple R. Sandalo-Esperanza, Assistant Corporate Secretary
- Maria Junifer L. Maliglig, Law Clerk, Sun Life Philippines

*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 : 7 September 2021
 Duration : 8:30 a.m. – 10:30 a.m.
 Place : Zoom Meeting Conference

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 (04 May 2021) (8:31-8:32)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting (1) (8:32-8:42)	Corporate Secretary	Note	/
5	External Audit Plan for Audit Year 2021 (8:32-8:50)	Deloitte	Approve	/
6	Private Meeting Between the Non-Executive Members of the Committee and the External Auditor (8:50-9:00)	Chairman		
7	Financial Review Summary (9:00-9:10)	Maria Josefina A. Castillo	Note	/
8	Review of Related Party Transactions (9:10-9:15)	Maria Josefina A. Castillo	Note	/
9	Key Risks Update, including: (9:15-9:40)	Chairman		
9a	a. Key Risks Update	Ria V. Mercado	Note	/
9b	b. Stress Testing Results	Maria Sachiko A. Pang	Note	/
10	Compliance Report (9:40-9:45)	Ma. Jemilyn S. Camania	Note	/
11	Report on Controls (9:45-9:55)	Joel O. Bungabong	Note	/
12	Private Meeting Between the Committee and the Internal Auditor (9:55-10:05)	Chairman		
13	Private Meeting Between the Committee and the Compliance Officer (10:05-10:15)	Chairman		
14	Private Meeting Between the Committee and the Risk Officer (10:15-10:25)	Chairman		
15	Forward Agenda (10:26)	Corporate Secretary	Note	/
16	Adjournment (10:27)	Chairman	Approve	

Distribution List

Committee Members

- Jose Isidro N. Camacho*, Committee Chairman
- Francisco S.A. Sandejas*
- Leo M. Grepin

Attendees

- Benedicto C. Sison, CEO & Country Head
- Alexander S. Narciso, President
- Lucy C.L. Chou, Director
- Maria Josefina A. Castillo, Treasurer & CFO
- Deloitte Touche Tohmatsu/Navarro Amper & Co., External Auditor
- Maria Sachiko A. Pang, Chief Actuary
- Joel O. Bungabong, Internal Auditor
- Teresa de Lara, VP-Internal Audit, Sun Life Asia
- Teodoro S. Pineda, Jr., Chief Technology Officer
- Ivan Corcuera, Deputy Chief Investment Officer
- Michael Gerard D. Enriquez, Chief Investment Officer, SLIMTC
- Gaurav Mishra, Chief Operations and Digital Enterprise Officer
- Candy S. Esteban, Sun Life Observer
- Edgar S. Tordesillas, General Counsel
- Ria V. Mercado, Risk Officer
- Ma. Jemilyn S. Camania, Compliance Officer
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Winlove Apple R. Sandalo-Esperanza, Assistant Corporate Secretary
- Maria Junifer L. Maliglig, Law Clerk, Sun Life Philippines

*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 : 07 December 2021
 Duration : 9:00 a.m. – 11:00 a.m.
 Place : Zoom Meeting Conference

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 (07 September 2021) (9:02)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting (3) (9:02-9:12)	Corporate Secretary	Note	/
5	2021 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	/
8a	a. RPT Operating Guideline	Candy S. Esteban**	Approve/ Endorse	/
9	Key Risks Update, including: (9:45-10:00)	Chairman		
9a	a. Key Risks Update	Ria V. Mercado	Note	/
9b	b. Stress Testing Results	Ria V. Mercado	Note	/
10	Compliance Report (10:00-10:15)	Ma. Jemilyn S. Camania	Note	/
11	Report on Controls (10:15-10:20)	Joel O. Bungabong	Note	/
12	2022 Internal Audit Plan (10:20-10:25)	Joel O. Bungabong	Approve	/
13	Private Meeting Between the Committee and the Internal Auditor (10:25-10:35)	Chairman		
14	Private Meeting Between the Committee and the Compliance Officer (10:35-10:45)	Chairman		
15	Private Meeting Between the Committee and the Risk Officer (10:45-10:55)	Chairman		
16	Forward Agenda (10:56)	Corporate Secretary	Note	/

17	Schedule of 2022-2023 Meetings (10:57)	Corporate Secretary	Approve	/
18	Other matters, if any (10:58)			
19	Adjournment (11:00)	Chairman	Approve	

Distribution List

Committee Members

- Jose Isidro N. Camacho*, Committee Chairman
- Francisco S.A. Sandejas*
- Leo M. Grepin

Attendees

- Ingrid Johnson, SLF Asia President, incoming Director
- Benedicto C. Sison, CEO & Country Head
- Alexander S. Narciso, President
- Lucy C.L. Chou, Director
- Maria Josefina A. Castillo, outgoing Treasurer & Chief Financial Officer
- Candy S. Esteban, incoming Treasurer & CFO
- Ria V. Mercado, Chief Risk Officer
- Ma. Jemilyn S. Camania, Compliance Officer
- Abigail I. Viaje, Chief Actuary
- Maria Sachiko A. Pang, Chief Financial Management Officer
- Joel O. Bungabong, Internal Auditor
- Gaurav Mishra, Chief Operations & Digital Enterprise Officer
- Ivan P. Corcuera, OIC - Head of Investments
- Michael Gerard D. Enriquez, President and Chief Investment Officer, SLIMTC
- 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 Philippines

 *Independent Director
 ** For this meeting only