



**Simbag sa Emerhensya asin Dagdag Paseguro
Mutual Benefit Association, Inc. (SEDP MBA)**

3/F The Chancery, Cathedral Compound,
Old Albay District, Legazpi City, Albay, Philippines
Telefax: (052) 481-4449 Email: sedp_mba@yahoo.com.ph

To: SEDP MBA BOARD OF TRUSTEES

Rev. Fr. Jose Victor E. Lobrigo	- President
Rev. Fr. Rex Paul Arjona	- Vice-President
Ms. Amy Bombuhay	- Secretary
Mr. Andres Paclibar	- Treasurer
Rev. Fr. Jonnathan Calleja	- Independent Trustee
Ms. Teresita Galang, CPA	- Independent Trustee
Ms. Ma. Christina Corteza	- Member

MEMBER REPRESENTATIVE

Ms. Evelyn Laot	- MBA Coordinator, Nabua, Camarines Sur
Ms. Janette Ubalde	- MBA Coordinator, Calatagan, Virac, Catanduanes
Mr. Carlito Estuarina	- MBA Coordinator, Castila, Sorsogon
Ms. Salve Sabangon	- MBA Coordinator, Masbate City
Mr. Rodolfo Baylon	- MBA Coordinator, Catarman, Northern Samar
Ms. Jessica Belarmino	- MBA Coordinator, Tabaco City
Ms. Rochelle Biato	- MBA Coordinator, Albay, Legazpi City
Ms. Lany Sario	- MBA Coordinator, Libon, Albay

NOTICE OF ANNUAL GENERAL MEMBERSHIP MEETING

The 2022 Annual General Membership Meeting of the Simbag sa Emerhensya asin Dagdag Paseguro Mutual Benefit Association Inc. (SEDP MBA) will be held on May 28, 2022, Saturday at 9:00 in the morning at Sarte Hall, El Palacio, Legazpi City with the following agenda:

1. Call to Order
2. Proof of Notice of Meeting
3. Determination of Presence of Quorum
4. Reading and Approval the Minutes of the 2021 Annual General Membership Meeting
5. Discussion of the Business Arising from the Previous General Meeting
6. Presentation and Acceptance of 2021 Audited Financial Statements
7. Presentation and Ratification of 2021 Summary of Board Resolution
8. Presentation and Approval of the 2022 Plan and Budget
9. Approval of the Appointment of External Auditor
10. Board of Trustees Election
11. Questions and Answers
12. Adjournment

Herewith is the attached detail of the proposed 2022 Annual General Membership Meeting Agenda.

In connection with Covid-19 Outbreak protocol, all participants that are physical present during the meeting are advised to wear facemasks and practice physical distancing since the safety and well-being of our employees and members is our highest priority.

Furthermore, the conduct of our Annual General Meeting during Alert Level 1 is a combination of virtual (through Zoom) and physical attendance.

Thank you and God bless.

Signed this 2nd day of May 2022 at Legazpi City, Albay.



MS. AMY BOMBUHAY
Board Secretary

Noted By:



REV. FR. JOSE VICTOR E. LOBRIGO
President

PROPOSED 2022 ANNUAL GENERAL MEMBERSHIP MEETING AGENDA

1. Call to Order

The Vice- President of SEDP MBA Rev. Fr. Rex Paul Arjona, will call the meeting to order.

2. Proof of Notice of the Meeting

Ms. Amy Bombuhay, the Board Secretary will certify that copies of this Notice were published through SEDP MBA Website, SEDP MBA Facebook page and through the SEDP MFI Branches.

3. Determination of Presence of Quorum

Ms. Amy Bombuhay, the Board Secretary will determine the number of attendees, whether in person or by proxy, for the purpose of determining the presence of a quorum.

4. Reading and Approval of the Minutes for the 2021 Annual General Membership

The previous minutes encompass all matters discussed in the Agenda presented during the conduct of the 2021 AGM Meeting. Significant proposals, reports, amendments, and plans were presented, discussed, approved, and ratified.

The members will be asked to approve the draft Minutes and acknowledge the completeness and accuracy thereof. Below is the proposed resolution:

“RESOLVED, that the reading of the Minutes of the 12th Annual General Membership Meeting of the Simbag sa Emerhensya asin Dagdag Paseguro Inc., (SEDP MBA) held on 29th May 2021 at Sarte Hall, El Palacio, Legazpi City, as hereby approved.”

5. Discussion of the Business Arising from the Previous General Meeting

The Vice- President will present a report on partial developments, Board mandates, and updates on these matters.

6. Presentation and acceptance of 2021 Audited Financial Statements

Financial statements will be presented to update general members regarding the Financial Status of the SEDP MBA. The member will be informed of the stability and sustainability of the Association thereby acknowledging the efficiency of SEDP MBA Operations as regulated by the Insurance Commission. Below is the proposed resolution:

“RESOLVED, that the 2021 Audited Financial Statements of the Simbag sa Emerhensya at Dagdag Paseguro Mutual Benefit Association Inc. (SEDP MBA) is hereby approved.”

7. Presentation and Ratification of 2021 Summary of Board Resolution

The Vice-President will present and discuss all the Board of Trustees Instruction to the Management, Board decisions and Board Resolutions relevant to the overall SEDP MBA Operations including the appointment of the external auditor. This will be subject to the ratification of the general membership. Below is the proposed resolution:

“RESOLVED, that all the acts and resolutions of the Board of Trustees’ of the SEDP MBA from January 2021-December 2021, is hereby approved.”

8. Presentation and Approval of the 2022 Plan and Budget

Presentation of SEDP MBA priority Programs for 2022 and proposed Budget for the operationalization of programs and services to its members and stakeholders.

9. Approval of the Appointment of External Auditor

Upon the SEDP MBA Management and Board of Trustees recommendation, the Members will be asked to approve the appointment of the accredited External Auditor of the Insurance Commission for the period January 2022 to December 2022.

10. Board of Trustees Election

The terms of office of three (3) members of the Board of Trustees shall expire on May 28, 2022, Therefore three (3) members of the Board of Trustees will be elected during the May 28, 2022 Annual General Meeting. The three (3) new elected Board of Trustees shall serve for the period of three (3) year effective June 1, 2022.

a. Presentation of the Duties and Responsibilities of the Board of Trustees

The General Manager will present the Duties and Responsibility of the Board of Trustees so the nominees will have knowledge of the duties and responsibilities of a Board as stated in the by-laws & Corporate Governance Manual of Simbag sa Emerhensya asin Dagdag Paseguro Mutual Benefit Association Inc. (SEDP MBA)

b. Nomination and Selection Procedures

The General Manager will present the election guidelines and procedures as provided under the by-laws in the election of the Board of Trustees will be discussed.

c. Election of the Board of Trustees

The Board of Trustees of the Association will be elected through a proxy voting system. The members’ representatives and the Board of Trustees will cast their votes on the day of the Annual General Meeting. Canvassing of votes shall be governed by the Internal Auditor of SEDP- Simbag sa Pag-Asenso Inc. (A MICROFINANCE NGO). Winning candidates will be announced.

d. Induction of Elected New Board of Trustees.

The newly elected Board of Trustees will take an oath of office before assuming leadership starting on June 1, 2022.

11. Questions and Answers

This portion will be allotted to discuss the other issues and concerns of the members.

12. Adjournment



BOARD OF TRUSTEES ELECTION

GENERAL MEMBERSHIP

INDEPENDENT TRUSTEE

GENERAL MEMBERSHIP

CLUSTER 2 AREA OF COVERAGE

- **LEGAZPI PORT**
- **ALBAY**
- **DARAGA**
- **CAMALIG**
- **RAPU-RAPU**
- **MANITO**

OFFICIAL LIST OF NOMINEES

LEGAZPI PORT



Member's Name : Rosana Diokino Ballarbare
Birthday : June 17, 1968
Age : 53
Membership Date : June 20, 2011
Length of Membership : 10 years
Center Name : BVWA 2 (Baybay)
Attendance Rate : 100%
Payment Rate : 100%
Educational Attainment : Vocational Course
Course : Garments and Dress making
Community Involvement: Centro Baybay Women's Organization Officer
BDRRMC Member
Parish Pastoral Council
PCSC Commission Head

Director of Listed Company: None

ALBAY



Member's Name : Aida Toledo Agripa
Birthday : April 2, 1980
Age : 41
Membership Date : June 26, 2006
Length of Membership : 12 years
Center Name : OMB 1
Attendance Rate : 100%
Payment Rate : 100%
Educational Attainment : Vocational Course
Course : Housekeeping
Community Involvement: President Brgy. Womens Organization
Parent Leader 4P's
Barangay Health Worker

Director of Listed Company: None

DARAGA



Member's Name : Maria Mabini Lorena
Birthday : December 27, 1967
Age : 54
Membership Date : September 29, 2004
Length of Membership : 17 years
Center Name : PSKB1
Attendance Rate : 100%
Payment Rate : 100%
Educational Attainment : High School Graduate
Course : Food Tech. (NEDA)
Community Involvement: Catechist
Commission on Education
Parish Missionary Teaching
Bliblical Apostolate Chairman
Chairman of Legion of Mary

Director of Listed Company: None

CAMALIG



Member's Name : Ana Guiriba Nieva
Birthday : March 6, 1975
Age : 47
Membership Date : June 15, 2004
Length of Membership : 17 years
Center Name : Pad-1
Attendance Rate : 100%
Payment Rate : 100%
Educational Attainment : High School Graduate
Course : None
Community Involvement: Barangay Pastoral Council

Director of Listed Company: None

RAPU-RAPU



Member's Name : Myla Aguilar Cabalo
Birthday : May 16, 1973
Age : 48
Membership Date : October 22, 2013
Length of Membership : 8 years
Center Name : RRGCA
Attendance Rate : 100%
Payment Rate : 100%
Educational Attainment : College Graduate
Course : Bachelor of Elementary Education
Community Involvement: None

Director of Listed Company: None

MANITO



Member's Name : Fatima Asejo Daguiso
Birthday : March 13, 1967
Age : 55
Membership Date : June 6, 2007
Length of Membership : 14 years
Center Name : PSMWA 3
Attendance Rate : 100%
Payment Rate : 100%
Educational Attainment : Vocational Course
Course : Midwifery
Community Involvement: Purok Leader
Hermana

Director of Listed Company: None

CLUSTER 3

AREA OF COVERAGE

- **LIBON**
- **PIODURAN**
- **POLANGUI**
- **LIGAO**

LIBON



Member's Name : Lany Guiriba Sario
Birthday : April 21, 1969
Age : 52
Membership Date : July 21, 2004
Length of Membership : 12 years
Center Name : SKL 5
Attendance Rate : 100%
Payment Rate : 100%
Educational Attainment : Vocational Course
Course : Tourism
Community Involvement: BPC President

Director of Listed Company: None

PIODURAN



Member's Name : Victoria Orbillo
Birthday : November 17, 1969
Age : 52
Membership Date : October 8, 2008
Length of Membership : 13 years
Center Name : MWC
Attendance Rate : 100%
Payment Rate : 100%
Educational Attainment : High School Graduate
Course : None
Community Involvement: Barangay Nutrition Scholar

Director of Listed Company: None

POLANGUI



Member's Name : Maggie Diaz
Birthday : October 18, 1968
Age : 53
Membership Date : July 6, 2016
Length of Membership : 5 years
Center Name : MWSG 1
Attendance Rate : 100%
Payment Rate : 100%
Educational Attainment : College Graduate
Course : Bachelor of Science in Agriculture
Community Involvement: PC Member
Farmers Org. Officer
TODA Treasurer

Director Of Listed Company: None

LIGAO

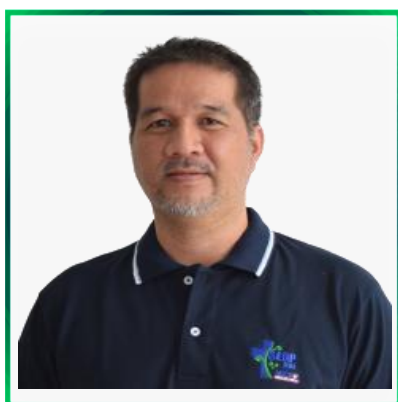


Member's Name : Rochelle Barnuevo Apoon
Birthday : April 16, 1981
Age : 40
Membership Date : April 1, 2016
Length of Membership : 5 Years
Center Name : SKM
Attendance Rate : 100%
Payment Rate : 100%
Educational Attainment : College Graduate
Course : BS Economics
Community Involvement: Barangay Nutrition Scholar

Director Of Listed Company: None

INDEPENDENT TRUSTEE

OFFICIAL LIST OF NOMINEES



FR. JONNATHAN L. CALLEJA

RELATIVE EXPERIENCE:

CHAIRPERSON

Diocesan Commission on Temporalities
Diocese of Legazpi

FORMATOR/PROFESSOR

Mater Salutis College Seminary

TRAININGS & SEMINARS ATTENDED:

AMLA & Governance Workshop
Microinsurance Forum
Investment Management Seminar
Learning Session on Governance
ACGS Orientation

ACADEMIC QUALIFICATIONS:

Degree in AB Sacred Theology

Holy Rosary Major Seminary

Degree in AB Philosophy

Mater Salutis College Seminary

OTHER CORPORATE DIRECTORSHIP:

None

AGE: 47 Years Old



FR. NEIL JOSE C. ARANAS

RELATIVE EXPERIENCE:

LEGAL COUNCIL

Diocese of Legazpi

PRESIDENT- CEO

Diocesan Multi-Media Services, Incorporated (DMMSI)

TRAININGS & SEMINARS ATTENDED:

ACADEMIC QUALIFICATIONS:

College Of Law

University of Sto. Tomas

Bar Exam Passer 2016

Degree in AB Sacred Theology

Holy Rosary Major Seminary

Degree in AB Philosophy

Mater Salutis College Seminary

OTHER CORPORATE DIRECTORSHIP:

None

AGE: 49 Years Old