



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

3/F The Chancery, Cathedral Compound
Old Albay District, Legazpi City, Philippines
Telefax: (052) 481-4449 loc. 120
Email: sedp_mba@yahoo.com.ph

26 October 2017

FOR : SEDP MBA MEMBER REPRESENTATIVES
SEDP OFFICERS
AREA MANAGERS
BRANCH MANAGERS

THRU : SEDP – Simbag sa Pag-asenso Inc.

SUBJECT : NOTICE OF SEDP MBA ANNUAL GENERAL MEMBERSHIP MEETING (AGMM)

This is to respectfully request your presence and participation to the 2017 SEDP MBA ANNUAL GENERAL MEMBERSHIP MEETING.

DATE : December 2, 2017

VENUE : SEDP Social Hall
4th Floor The Chancery
Cathedral Compound, Albay District
Legazpi City

TIME : 9 o'clock in the morning

The Proposed Annual General Membership Meeting Agenda is herewith attached for your review, comments and suggestions. Also attached is the proxy document authorizing each Branch representative to represent their respective area during the conduct of Annual General Membership Meeting.

Your presence and most especially your shared thoughts/ideas are of much important to us.

See you.

MS. MARY ANN BONEO
Corporate Secretary

Noted by

FR. REX PAUL B. ARJONA
President



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

3/F The Chancery, Cathedral Compound
Old Albay District, Legazpi City, Philippines
Telefax: (052) 481-4449 loc. 120
Email: sedp_mba@yahoo.com.ph

PROPOSED ANNUAL GENERAL MEMBERSHIP MEETING AGENDA

1. READING AND APPROVAL OF PREVIOUS AGMM MINUTES

The previous minutes encompasses all matters discussed in the Agenda presented during the conduct of 2016 AGMM meeting. Significant proposals, reports, amendments and plans were presented, discussed, approved and ratified.

**2. MANAGER'S REPORT
(PRESENTATION AND ACCEPTANCE OF 2016 OPERATIONS REPORT)**

Presentation of 2016 SEDP MBA Operations Performance Report. Status on Premium Collections, Remittance and Claims settlement will be discussed as well as activities and strategies executed by the management for better service delivery of SEDP MBA products and services to our members.

**3. TREASURER'S REPORT
(PRESENTATION AND ACCEPTANCE OF 2016 FINANCIAL REPORTS)**

Financial Statements will be presented to update the general membership regarding the Financial Status of 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.

**4. PRESIDENT'S REPORT
(PRESENTATION OF 2016 SUMMARY OF BOARD OF TRUSTEES RESOLUTIONS & BY LAWS PROPOSED AMENDMENTS AND RATIFICATION THEREOF)**

The President will present and discuss the 2016 Board of Trustees Resolutions summary relevant to the overall SEDP MBA operations. This will be subject to ratification of the general membership.

5. RE-APPOINTMENT OF EXTERNAL AUDITOR

In compliance with the SEDP MBA Annual Financial Statement (AFS) submission to Insurance Commission (IC), External Audit is yearly conducted prior to submission. With this, SEDP MBA Board of Trustees endorsed Quilab, Cabilin, Bato & Company as our External Auditor for the year 2018.

6. PRESENTATION AND APPROVAL OF 2018 PROPOSED PLAN

Presentation of SEDP MBA priority programs for 2018 that includes product enhancement, product development and extensive marketing strategy to extend additional and enhanced benefits to SEDP MBA members and further increase membership for program sustainability.

7. OTHER MATTERS

This part is reserved for additional matters (if any) that the general membership might bring up/suggest during the conduct of the assembly.