

## BOARD OF TRUSTEES RESOLUTIONS FOR THE YEAR 2024

DATE OF MEETING	RESOLUTION NUMBER	BOARD RESOLUTIONS	STATUS
February 12, 2024	Board of Trustees Resolution No. 1 Series of 2024.	<b>SEDP MBA ACCOMPLISHMENT for 2023</b>  RESOLVED, as it is hereby resolved that the Board of Trustees accept the SEDP MBA Accomplishment as of December 31, 2023.	APPROVED
	Board of Trustees Resolution No. 2 Series of 2024.	<b>2023 FINANCIAL REPORT</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the 2023 Financial report.	APPROVED
	Board of Trustees Resolution No. 3 Series of 2024.	<b>SEDP MBA 2024 Plan</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the SEDP MBA 2024 Plan.	APPROVED
	Board of Trustees Resolution No. 4 Series of 2024.	<b>SEDP MBA PROPOSED BUDGET</b>  RESOLVED, as it is hereby resolved that the Board of Trustees granted a conditional approval of the SEDP MBA proposed budget for 2024 subject to the budget performance review of the year 2023.	APPROVED
	Board of Trustees Resolution No. 5 Series of 2024.	<b>PERFORMANCE-BASED INCENTIVE OF REGULAR SEDP MBA STAFF FOR THE 4<sup>th</sup> QUARTER</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Performance-Based Incentive of Regular SEDP MBA Staff for the 4th Quarter.	APPROVED
	Board of Trustees Resolution No. 6 Series of 2024.	<b>AUTHORIZED REPRESENTATIVE OF SEDP MBA ON MIMAP AGM</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved that Fr. Jose Victor E. Lobrigo would be the Authorized representative of SEDP MBA in the MIMAP AGM.	APPROVED
	Board of Trustees Resolution No. 7 Series of 2024.	<b>ICMIF FOUNDATION GROUP STUDY IN JAPAN</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the ICMIF Foundation Group study in Japan	APPROVED
May 7, 2024	Board of Trustees Resolution No. 8 Series of 2024.	<b>1<sup>ST</sup> QUARTER ACCOMPLISHMENT</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the 1 <sup>st</sup> Quarter Accomplishment of 2024.	APPROVED
	Board of Trustees Resolution No. 9 Series of 2024.	<b>E-MUTUALS COUNTER PROPOSAL</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the E- Mutuals counter proposal.	APPROVED
	Board of Trustees Resolution No. 10 Series of 2024.	<b>SPONSORSHIP TO NATIONAL MICROINSURANCE FORUM PUBLICATION</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Php 10,000.00 Sponsorship Package for the National Microinsurance Forum Publication.	APPROVED

	Board of Trustees Resolution No. 11 Series of 2024.	<b>NOTICE OF THE ANNUAL GENERAL MEMBERSHIP MEETING</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the 2024 Notice of the Annual General Membership Meeting	APPROVED
	Board of Trustees Resolution No. 12 Series of 2024.	<b>STAFF SALARY INCREMENT FOR 2024</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the 2.5 % salary increase for staff with Very Satisfactory performance for the year 2023.	APPROVED
	Board of Trustees Resolution No. 13 Series of 2024.	<b>PERFORMANCE BASED INCENTIVE-1<sup>ST</sup> QUARTER OF 2024</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the 1 <sup>st</sup> Quarter Performance Based Incentive of the staff.	APPROVED
	Board of Trustees Resolution No. 14 Series of 2024.	<b>NOMINEES FOR INDEPENDENT TRUSTEE</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Nominees for Independent Trustee.	APPROVED
	Board of Trustees Resolution No. 15 Series of 2024.	<b>FINANCIAL REPORT - 1<sup>ST</sup> QUARTER 2024</b>  RESOLVED, as it is hereby resolved that the Board of Trustees accepted the Financial Report- 1 <sup>st</sup> Quarter 2024.	APPROVED
	Board of Trustees Resolution No. 16 Series of 2024.	<b>INVESTMENT MIX</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Investment Mix as of May 2, 2024.	APPROVED
	Board of Trustees Resolution No. 17 Series of 2024.	<b>2024 PROPOSED &amp; SUPPLEMENTAL BUDGET</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the 2024 Proposed and Supplemented Budget.	APPROVED
	Board of Trustees Resolution No. 18 Series of 2024.	<b>E-MUTUALS AMENDED BUDGET AND TIMELINE</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the E-Mutuals Amended Budget and Timeline.	APPROVED
May 31, 2024	Board of Trustees Resolution No. 19 Series of 2024.	<b>SEDP MBA BOARD OF TRUSTEES OFFICERS</b>  RESOLVED, as it is hereby resolved that the Board of Trustees motion duly made, seconded, and unanimously carried the SEDP MBA Board of Trustees Officers.	APPROVED
	Board of Trustees Resolution No. 20 Series of 2024.	<b>SEDP MBA COMMITTEES COMPOSITION</b>  RESOLVED, as it is hereby resolved that the Board of Trustees motion duly made, seconded, and unanimously carried the SEDP MBA BOT Committees Composition.	APPROVED
	Board of Trustees Resolution No. 21 Series of 2024.	<b>UPDATING OF THE SEDP MBA AUTHORIZED REPRESENTATIVE AND BANK SIGNATORY</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved Ms. Ella Gonzalo as the new bank signatory effective July 1, 2024 for bank accounts under SEDP MBA Inc.	APPROVED

	Board of Trustees Resolution No. 22 Series of 2024.	<b>UPDATING OF AUTHORIZED REPRESENTATIVE AND SIGNATORY TO PARTNER AGENCIES</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved Ms. Ella Gonzalo as the new Authorized representative and signatory for partner agencies effective July 1, 2024.	APPROVED
	Board of Trustees Resolution No. 23 Series of 2024.	<b>APPOINTMENT OF NEW AML COMPLIANCE OFFICER</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved that Ms. Ella Gonzalo is the new AML Compliance Officer effective July 1, 2024	APPROVED
	Board of Trustees Resolution No. 24 Series of 2024.	<b>PROVISION OF CELLPHONE UNITS WITH PHP 300.00 MONTHLY COMMUNICATION ALLOWANCE AND T-SHIRT FOR SPO COORDINATORS</b>  RESOLVED, as it is hereby resolved that the Board of Trustees motion duly made, seconded, and unanimously carried the provision of Cellphone Units with Php 300.00 monthly communication allowance and T-shirt for SPO Coordinators .	APPROVED
June 14, 2024	Board of Trustees Resolution No. 25 Series of 2024.	<b>AUTHORIZED REPRESENTATIVE TO EXECUTE FOREGOING AFFIDAVIT OF AUTHENTICITY FOR THE ANNUAL INVENTORY OF THE EXISTING ASSETS OF SEDP MBA AS OF DECEMBER 31, 2023</b>  RESOLVED, as it is hereby resolved that the Board of Trustees motion duly made, seconded, and unanimously carried that Ms. Josie Belen is authorized to execute the foregoing Affidavit of Authenticity as a proof of good faith in complying with the requirements for the annual inventory of the existing assets of Simbag sa Emerhensya asin Dagdag Paseguro Mutual Benefit Association Inc. (SEDP MBA) as of December 31, 2023, to the Insurance Commission.	APPROVED
	Board of Trustees Resolution No. 26 Series of 2024.	<b>PRIMARY AND ALTERNATE AUTHORIZED SIGNATORY PAG-IBIG TRANSACTIONS</b>  RESOLVED, as it is hereby resolved that the Board of Trustees motion duly made, seconded, and unanimously carried that Mr. Roberto Dalit, General Manager of Simbag sa Emerhensya asin Dagdag Paseguro Mutual Benefit Association (SEDP MBA) Inc. and Ms. Josie Belen, Admin and Finance Officer to be the authorized primary & alternate signatory for Pag-Ibig fund transactions.	APPROVED
	Board of Trustees Resolution No. 27 Series of 2024.	<b>AUTHORIZED REPRESENTATIVE TO REQUEST FOR BANK CERTIFICATION OF THE ACCOUNTS OF SEDP MBA AT BANCO DE ORO (BDO)</b>  RESOLVED, as it is hereby resolved that the Board of Trustees motion duly made, seconded, and unanimously carried that Mr. Roberto Dalit, General Manager of Simbag sa Emerhensya asin Dagdag Paseguro Mutual Benefit Association (SEDP MBA) Inc. authorized to request for a copy of bank certification of the above-mentioned SEDP MBA accounts as of December 31, 2023.	APPROVED
	Board of Trustees Resolution No. 28 Series of 2024.	<b>AUTHORIZED REPRESENTATIVE OF SEDP MBA TO TRANSACT WITH BUREAU OF INTERNAL REVENUE (BIR) ON CHANGE IN OFFICE ADDRESS AND TAX CLASSIFICATION</b>  RESOLVED, as it is hereby resolved that the Board of Trustees motion duly made, seconded, and unanimously carried that Ms. Darlen M. Antuerpia and Ms. Nica Madrona are the authorized representative to	APPROVED

		request and transact the necessary changes in Simbag sa Emerhensya Asin Dagdag Paseguro Mutual Benefit Association Inc. (SEDP MBA) tax classification as per the requirements and guidelines set forth by the Bureau of Internal Revenue (BIR).	
August 6, 2024	Board of Trustees Resolution No. 29 Series of 2024.	<b>2<sup>ND</sup> QUARTER ACCOMPLISHMENT</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the 2 <sup>nd</sup> Quarter Accomplishment.	APPROVED
	Board of Trustees Resolution No. 30 Series of 2024.	<b>ATTENDEES AT GOLDEN ARROW RECOGNITION</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Attendees for the Golden Arrow Recognition on Thursday, 19 September 2024, from 5:00 PM to 8:00 PM at the Manila Ballroom – Manila Marriott Hotel.	APPROVED
	Board of Trustees Resolution No. 31 Series of 2024.	<b>ENHANCEMENT OF THE SEDP MBA WEBSITE</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the proposal for the Enhancement of the SEDP MBA Website amounting to Php 72, 000.00 with Post Launch Support of Php 1,000.00 per hour.	
	Board of Trustees Resolution No. 32 Series of 2024.	<b>2024 MANAGEMENT FORUM</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the attendees for the 2024 Management forum on August 27-31, 2024 at NSCC Plaza Hotel and Conference Center Caoayan, Ilocos Sur.	APPROVED
	Board of Trustees Resolution No. 33 Series of 2024.	<b>OPENING FOR COORDINATOR POSITION</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the recommendation that Ms. Liza Bitas will be the additional detailed coordinator position in SEDP MBA. RESOLVED, as it is hereby resolved that the Board of Trustees motion duly made, seconded, and unanimously carried the SEDP MBA Board of Trustees Officers.	APPROVED
	Board of Trustees Resolution No. 34 Series of 2024.	<b>TRAINING ALLOWANCE OF THE GENERAL MANAGER</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Php 1,800.00 monthly training allowance of the General Manager.	APPROVED
	Board of Trustees Resolution No. 35 Series of 2024.	<b>2<sup>ND</sup> QUARTER PERFORMANCE-BASED INCENTIVE</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the 2 <sup>nd</sup> Quarter Performance-based Incentive amounting to Php 10,802.00	APPROVED
	Board of Trustees Resolution No. 36 Series of 2024.	<b>2<sup>ND</sup> QUARTER FINANCIAL REPORT</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the 2 <sup>nd</sup> Quarter Financial Report	APPROVED
	Board of Trustees Resolution No. 37 Series of 2024.	<b>INVESTMENT MIX AS OF JULY 24, 2024</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Investment Mix as of July 24, 2024.	APPROVED

	Board of Trustees Resolution No. 38 Series of 2024.	<b>PROPOSAL OF SIMON OF CYRENE</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the proposal of Simon of Cyrene.	APPROVED																				
	Board of Trustees Resolution No. 39 Series of 2024.	<b>AUTHORIZED REPRESENTATIVE TO TRANSACT WITH BUREAU OF INTERNAL REVENUE (BIR) ON REGISTRATION FOR ONLINE REGISTRATION AND UPDATE SYSTEM (ORUS)</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved that Mr. Arjohn Apellado is the authorized representative of SEDP MBA to transact with Bureau of Internal Revenue (BIR) on Registration for Online Registration and Update System (ORUS)	APPROVED																				
	Board of Trustees Resolution No. 40 Series of 2024.	<b>ADDITIONAL AUTHORIZED SIGNATORY FOR SEDP MBA BANK ACCOUNTS</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved that Ms. Teresita Galang will be an additional authorized signatory for SEDP MBA bank accounts.	APPROVED																				
	Board of Trustees Resolution No. 41 Series of 2024.	<b>ALLOCATION OF SURPLUS IN EXCESS OF 20% FREE AND UNASSIGNED FUND BALANCE</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the allocation of surplus in excess of 20% free and unassigned fund balance. <table><tr><th>PARTICULARS</th><th>% RATE</th><th>AMOUNT</th></tr><tr><td>Members' Benefit fund</td><td>70%</td><td>24,806,792.35</td></tr><tr><td>Members' Education Fund</td><td>10%</td><td>3,543,827.48</td></tr><tr><td>Capacity Building Fund</td><td>10%</td><td>3,543,827.48</td></tr><tr><td>Acquisition of Systems and Equipment</td><td>5%</td><td>1,771,913.74</td></tr><tr><td>Research &amp; Development Fund</td><td>5%</td><td>1,771,913.74</td></tr><tr><td><b>TOTAL</b></td><td><b>100%</b></td><td><b>35,438,274.79</b></td></tr></table>	PARTICULARS	% RATE	AMOUNT	Members' Benefit fund	70%	24,806,792.35	Members' Education Fund	10%	3,543,827.48	Capacity Building Fund	10%	3,543,827.48	Acquisition of Systems and Equipment	5%	1,771,913.74	Research & Development Fund	5%	1,771,913.74	<b>TOTAL</b>	<b>100%</b>	<b>35,438,274.79</b>
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October 18, 2024	Board of Trustees Resolution No. 42 Series of 2024.	<b>3<sup>RD</sup> QUARTER ACCOMPLISHMENT</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the 3 <sup>rd</sup> Quarter Operations Status Report.	APPROVED																				
	Board of Trustees Resolution No. 43 Series of 2024.	<b>SEDP MBA NEW PRODUCTS</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Dakila Plan Platinum and Bahay, Buhay, Kabuhayan (BBK) Program, Masikap Plan and CTPL.	APPROVED																				
	Board of Trustees Resolution No. 44 Series of 2024.	<b>CORPORATE SOCIAL RESPONSIBILITY PROPOSAL</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Corporate Social Responsibility Proposal.	APPROVED																				
	Board of Trustees Resolution No. 45 Series of 2024.	<b>RETIREMENT BENEFIT OF MR. ROBERTO DALIT</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the retirement benefit of Mr. Roberto Dalit.	APPROVED																				
	Board of Trustees Resolution No. 46 Series of 2024.	<b>TRAININGS AND SEMINARS FOR THE 4<sup>TH</sup> QUARTER OF 2024</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the participants for the following Trainings and Seminars: a . Risk Management Mini Seminar -Oct. 18 2pm Participant: Ms. Ella Gonzalo, Ms. Teresita Galang, and all SEDP MBA Staff b. GAW – October 28-30, 2024	APPROVED																				

		Participant: Ms. Ella Gonzalo c. Claims Management Master Class – November 28-29, 2024 Participants: Ms. Ella Gonzalo and Ms. Ma. Charmaine Tubalinal	
	Board of Trustees Resolution No. 47 Series of 2024.	<b>LOYALTY AWARD FOR 15 AND 20 YEARS</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Loyalty award for 15 and 20 years A. Employees with 20 Years of Service o Cash Gift: Php 10,000.00 o Token: Item worth Php 15,000.00 B. Employees with 15 Years of Service a. Cash Gift: Php 7,500.00	APPROVED
	Board of Trustees Resolution No. 48 Series of 2024.	<b>FINANCIAL REPORT FOR THE 3<sup>RD</sup> QUARTER OF 2024</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Financial Report for the 3 <sup>rd</sup> Quarter of 2024	APPROVED
	Board of Trustees Resolution No. 49 Series of 2024.	<b>INVESTMENT MIX AS OF SEPTEMBER 30, 2024</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Investment Mix as of September 30, 2024	APPROVED
	Board of Trustees Resolution No. 50 Series of 2024.	<b>CORPORATE CREDIT CARD APPLICATION</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the Corporate Credit card application.	APPROVED
	Board of Trustees Resolution No. 51 Series of 2024.	<b>STAFF PERFORMANCE-BASED INCENTIVE FOR THE 3<sup>RD</sup> QUARTER OF 2024</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the staff performance-based incentive amounting to Php 10,884.50 for the 3 <sup>rd</sup> Quarter of 2024.	APPROVED
	Board of Trustees Resolution No. 52 Series of 2024.	<b>REFERENDUM OF FREE AND UNASSIGNED BALANCE</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the referendum for Free and Unassigned Fund	APPROVED
	Board of Trustees Resolution No. 53 Series of 2024.	<b>MEMBERS ADVISORY OF FREE AND UNASSIGNED BALANCE</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the advisory for Free and Unassigned Fund Balance.	APPROVED
	Board of Trustees Resolution No. 54 Series of 2024.	<b>SEDP MBA REPRESENTATIVE TO ICMIF BIENNIAL CONFERENCE 2024</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved that Fr. Jose Victor E. Lobrigo to the SEDP MBA representative to the ICMIF Biennial Conference 2024	APPROVED
	Board of Trustees Resolution No. 55 Series of 2024.	<b>BUDGET FOR ICMIF BIENNIAL CONFERENCE 2024</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the subsidized Budget for ICMIF Biennial Conference 2024	APPROVED
December 20, 2024	Board of Trustees Resolution No. 56 Series of 2024.	<b>MOA WITH SEDP MPC ON OFFICE BUILDING PREMISE</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the MOA with SEDP MPC on Office Building Premise.	APPROVED

	Board of Trustees Resolution No. 57 Series of 2024.	<b>MAINTENANCE COST OF OCCUPANCY OF THE OFFICE</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the monthly maintenance cost of the building amounting to Php 35,000.00.	APPROVED
	Board of Trustees Resolution No. 58 Series of 2024.	<b>STAFF PERFORMANCE-BASED INCENTIVE FOR THE 4TH QUARTER OF 2024</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the staff performance-based incentive amounting to Php 11,000.00 for the 4 <sup>th</sup> Quarter of 2024.	APPROVED
	Board of Trustees Resolution No. 59 Series of 2024.	<b>NEW REGULARIZED STAFF/ SALARY</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the regularization of Ms. Kristine Joy Candidato effective November 10, 2024 with monthly salary of Php 20,441.70.	APPROVED
	Board of Trustees Resolution No. 60 Series of 2024.	<b>PARTICIPANTS OF MICROINSURANCE FORUM 2025</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the participants of Microinsurance Forum 2025.	APPROVED
	Board of Trustees Resolution No. 61 Series of 2024.	<b>STAFF YEAR-END BENEFITS</b>  RESOLVED, as it is hereby resolved that the Board of Trustees approved the year-end benefits of SEDP MBA Staff aligned in the approved benefits given to SEDP staff	APPROVED