



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

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

22 October 2018

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

THRU : SEDP – Simbag sa Pag-Asenso Inc.

SUBJECT : NOTICE OF SEDPMBA ANNUAL GENERAL MEMBERSHIP MEETING (AGMM)

This is to respectfully request your presence and participation to the 2018 SEDPMBA ANNUAL GENERAL MEMBERSHIP MEETING.

DATE : December 1, 2018

VENUE : SEDPMBA 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



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PROPOSED ANNUAL GENERAL 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 2017 AGM meeting. Significant proposals, reports, amendments and plans were presented, discussed, approved and ratified.

2. PRESENTATION AND ACCEPTANCE OF 2017 OPERATIONS REPORT

Presentation of 2017 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. PRESENTATION AND ACCEPTANCE OF 2017 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. PRESENTATION AND RATIFICATION OF 2017 SUMMARY OF BOARD OF TRUSTEES RESOLUTIONS

The 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 external auditor. This will be subject to ratification of the general membership.

5. REAPPOINTMENT OF EXTERNAL AUDITOR

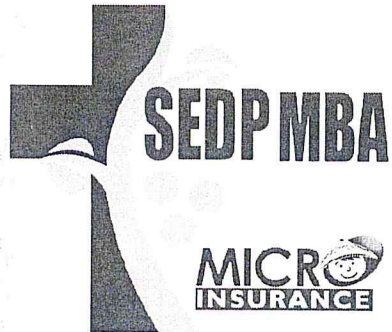
SEDP MBA Management and Board of Trustees endorsement of QUILAB & GARSUTA (Certified Public Accountant) Mr. Rico Quilab, Managing Partner.

6. ELECTION OF THE BOARD OF TRUSTEES

A new set of Board of Trustees will be elected. Two (2) Independent Trustees and Three (3) representing the general membership..

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.



BOARD OF TRUSTEES ELECTION

**OFFICIAL LIST OF NOMINEES
GENERAL MEMBERSHIP**

CLUSTER 1

AREA OF COVERAGE

- **TIWI BRANCH**
- **MALINAO BRANCH**
- **TABACO BRANCH**
- **MALILIPOT BRANCH**
- **BACACAY BRANCH**

CLUSTER 1



NAME : CASCO, JENNIFER
BRANCH : TIWI
LENGTH OF MEMBERSHIP : 5 YEARS
REPAYMENT RATE : 100%
ATTENDANCE RATE : 100%
EDUC. ATTAINMENT : BEED -- 2ND YEAR
COMMUNITY INVOLVEMENT :
PUROK TREASURER
DIRECTOR OF LISTED CO. : NO



NAME : SIERRA, IRENE
BRANCH : BACACAY
LENGTH OF MEMBERSHIP : 5 YEARS
REPAYMENT RATE : 100%
ATTENDANCE RATE : 100%
EDUC. ATTAINMENT : HIGH SCHOOL GRAD.
COMMUNITY INVOLVEMENT :
CIBI SR. VOLUNTEER
PARENT LEADER 4Ps
DIRECTOR OF LISTED CO. : NO

CLUSTER 1



NAME : BELARMINO, JESSICA
BRANCH : TABACO
LENGTH OF MEMBERSHIP : 17 YEARS
REPAYMENT RATE : 100%
ATTENDANCE RATE : 99%
EDUC. ATTAINMENT :
BACHELOR OF SCIENCE IN NURSING
DIRECTOR OF LISTED CO. : NO



NAME: BORJA, JOSEPHINE
BRANCH: MALINAO
LENGTH OF MEMBERSHIP: 14 YEARS
REPAYMENT RATE: 100 %
ATTENDANCE RATE: 100 %
EDUC. ATTAINMENT: 2nd YEAR COLLEGE
COMMUNITY INVOLVEMENT: BARANGAY HEALTH
WORKER
DIRECTOR OF LISTED CO.: NO

CLUSTER 2

AREA OF COVERAGE

- LEGAZPI BRANCH
- RAPU-RAPU BRANCH
- ALBAY BRANCH
- DARAGA BRANCH
- CAMALIG BRANCH
- CASTILLA BRANCH

- PILAR BRANCH
- SORSOGON BRANCH
- BULAN BRANCH
- IROSIN BRANCH
- CATARMAN BRANCH
- MASBATE BRANCH

CLUSTER 2



NAME : MARTINEZ, EVELYN
 BRANCH : LEGAZPI
 LENGTH OF MEMBERSHIP : 13 YEARS
 REPAYMENT RATE : 100%
 ATTENDANCE RATE : 90%
 EDUC. ATTAINMENT : HIGH SCHOOL GRAD.
 COMMUNITY INVOLVEMENT : BARANGAY PASTORAL
 COORDINATOR
 DRRM COORDINATOR
 CSWD STREET FACILITATOR
 COMMUNITY DEVT. ASSO.
 PRESIDENT
 DIRECTOR OF LISTED CO. : NO



NAME : BEATO, ROCHELE
 BRANCH : ALBAY
 LENGTH OF MEMBERSHIP : 12 YEARS
 REPAYMENT RATE : 100%
 ATTENDANCE RATE : 95%
 EDUC. ATTAINMENT : HIGH SCHOOL GRAD.
 COMMUNITY INVOLVEMENT :
 BARANGAY PASTORAL MEMBER
 DIRECTOR OF LISTED CO. : NO

CLUSTER 2



NAME : GUMBA, MARLYN
 BRANCH : IROSIN
 LENGTH OF MEMBERSHIP : 4 YEARS
 REPAYMENT RATE : 100%
 ATTENDANCE RATE : 100%
 EDUC. ATTAINMENT : ELEMENTARY GRADUATE
 COMMUNITY INVOLVEMENT : KPC MEMBER
 BARANGAY HEALTH WORKER
 DIRECTOR OF LISTED CO. : NO



NAME : SABANGAN, SALVE
 BRANCH : MASBATE
 LENGTH OF MEMBERSHIP : 8 YEARS
 REPAYMENT RATE : 100%
 ATTENDANCE RATE : 96%
 EDUC. ATTAINMENT : COLLEGE LEVEL
 COMMUNITY INVOLVEMENT : KPC SECRETARY
 DIRECTOR OF LISTED CO. : NO

CLUSTER 2



NAME : BOMBUHAY, AMY
 BRANCH : RAPU-RAPU
 LENGTH OF MEMBERSHIP : YEARS
 REPAYMENT RATE : 100 %
 ATTENDANCE RATE : 96 %
 EDUC. ATTAINMENT : COLLEGE LEVEL
 COMMUNITY INVOLVEMENT :
 ASSISI FOUNDATION - COMMUNITY FACILITATOR
 KALAHI CIDSS - BSPMC CHAIRMAN
 PARISH - CATHECIST
 DIRECTOR OF LISTED CO. : NO

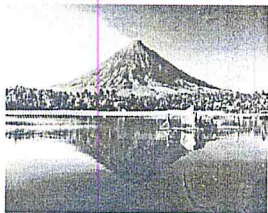


NAME : BAYLON, RODOLFO
 BRANCH : CATARMAN
 LENGTH OF MEMBERSHIP : 5 YEARS
 REPAYMENT RATE : 100 %
 ATTENDANCE RATE : 100 %
 EDUC. ATTAINMENT : COLLEGE LEVEL
 COMMUNITY INVOLVEMENT : SAC VOLUNTEER
 PARISH COORDINATOR
 DIRECTOR OF LISTED CO. : NO

CLUSTER 2



NAME : GOLDE, ARLINA
 BRANCH : BULAN
 LENGTH OF MEMBERSHIP : 5 YEARS
 REPAYMENT RATE : 99%
 ATTENDANCE RATE : 99%
 EDUC. ATTAINMENT : HIGH SCHOOL LEVEL
 COMMUNITY INVOLVEMENT : CENTER TREASURER
 KPC AUDITOR
 DIRECTOR OF LISTED CO. : NO



NAME : ESTUARIA, CARLITO
 BRANCH : CASTILLA
 LENGTH OF MEMBERSHIP : YEARS
 REPAYMENT RATE : %
 ATTENDANCE RATE : %
 EDUC. ATTAINMENT : HIGH SCHOOL GRADUATE
 COMMUNITY INVOLVEMENT : BARANGAY KAGAWAD
 ADVISER – FARMER ORG.
 LAY MINISTER
 DIRECTOR OF LISTED CO. : NO

CLUSTER 3

AREA OF COVERAGE

- **LIGAO BRANCH**
- **PIODURAN BRANCH**
- **POLANGUI BRANCH**
- **LIBON1 BRANCH**
- **LIBON2 BRANCH**
- **NABUA BRANCH**

- **GOA BRANCH**
- **PILI/CAN BRANCH**
- **PASACAO BRANCH**
- **LIBMANAN BRANCH**
- **CATANDUANES BRANCH**

CLUSTER 3



NAME : SARIO, LANY
BRANCH : LIBON1
LENGTH OF MEMBERSHIP : 14 YEARS
REPAYMENT RATE : 100%
ATTENDANCE RATE : 100%
EDUC. ATTAINMENT : 2 YEARS VOCATIONAL
COURSE
COMMUNITY INVOLVEMENT :
BARANGAY PASTORAL PRESIDENT
DIRECTOR OF LISTED CO. : NO



NAME : REYES, GLENDA
BRANCH : CATANDUANES
LENGTH OF MEMBERSHIP : 8 YEARS
REPAYMENT RATE : 100%
ATTENDANCE RATE : 95%
EDUC. ATTAINMENT : COMPUTER SECRETARIAL
DIRECTOR OF LISTED CO. : NO

**OFFICIAL LIST OF NOMINEES
INDEPENDENT TRUSTEES**

**Official Nominee
INDEPENDENT TRUSTEE**



NAME: GALANG, TERESITA, CPA

WORK EXPERIENCE:

ASSOCIATE PROFESSOR II

Bicol University
Department of Accountancy
College of Business Economic
and Management

ASSISTANT PROFESSOR III

Divine Word College
Legazpi City

COST ACCOUNTANT

OSSA International

INSURANCE UNDERWRITER

Philippine American Life
Insurance Corporation

**Official Nominee
INDEPENDENT TRUSTEE**



EDUCATIONAL ATTAINMENT:

Doctor in Business Administration
Aquinas University of Legazpi

**Master in Business
Administration**

Divine Word College Legazpi

**Bachelor of Science in Commerce
Major in Accounting**

Divine Word College of Legazpi
Legazpi City

**Official Nominee
Independent Trustee**



NAME: REV. FR. JONATHAN CALLEJA

ASSIGNMENTS AS PRIEST:

ADMINISTRATOR

St. Joseph Quasi-Parish
Rawis, Legazpi City

ADMINISTRATOR

St. Vincent Ferrer Parish
Mauraro, Guinobatan, Albay

PAROCHIAL VICAR

St. Gregory the Great Parish
Albay Cathedral

PAROCHIAL VICAR

Our Lady of Assumption Parish
Guinobatan, Albay

FORMATOR/PROFESSOR

Mater Salutis College Seminary
Sipi, Daraga, Albay

**Official Nominee
Independent Trustee**



EDUCATIONAL ATTAINMENT:

Degree in AB Sacred Theology
Holy Rosary Major Seminary
Naga City

Degree in AB Philosophy
Mater Salutis College Seminary
Sipi, Daraga, Albay

ELECTION PROCESS

ELECTION PROCESS

- November 26-29, 2018 ang lahat ng CDW ay magdadala ng Proxy Form sa Center upang lumagda ang lahat ng miyembro para sa gaganaping Annual General Meeting sa December 1, 2018
- Pagkatapos makalagda ang lahat ng miyembro, ang Proxy Form ay ibabalik ng CDW sa Branch office upang ibigay sa Branch Manager. Ang lahat na Proxy Form ay dadalhin naman ng Branch Manager sa pag-ganap ng Annual General Meeting sa December 1, 2018.

ELECTION PROCESS

- Ang lahat ng miyembro na nag lagda sa Proxy Form ay bibilangin at ito ang magiging bilang ng boto ng Branch representative sa pagpili ng magiging bagong SEDP MBA Board of Trustees.
- Ang mga Branch representative ay pipili ng tatlong nominado na nakapaloob sa kanilang Cluster para iboto bilang SEDP MBA Board of Trustee bukod dito sila ay pipili ng dalawa sa mga nominado bilang Independent Trustees.

ELECTION PROCESS

- Kung sino ang may pinakamaring nakalap na Boto sa bawat Cluster ay siyang mananalo bilang Member representative sa Board of Trustees sa kanyang Cluster. At kung sino naman ang dalawang may pinakamataas na boto sa mga nominadong Independent Trustees ay siya ring panalo.
- Kung sakaling may tie sa boto magkakaroon ng Toss coin upang malaman kung sino ang penal na nanalo.
- Ang dapat mapili sa halalan ng Board of Trustees ay:
 - 3 Cluster representatives (Cluster 1, 2 & 3)
 - 2 Independent Trustees

**GOOD LUCK
&
VOTE ACCORDINGLY**