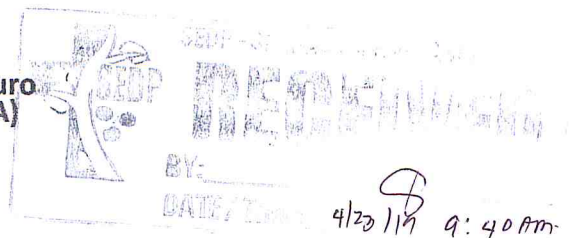




**Simbag sa Emerhensya asin Dagdag Paseguro  
Mutual Benefit Association Inc. (SEDPMBA)**

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 April 2019**

**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

This is to respectfully request the following for the conduct of 2019 SEDPMBA ANNUAL GENERAL MEMBERSHIP MEETING.

**PARTICIPANTS:**

- SEDPMBA OFFICERS
- SEDPMBA AREA MANAGERS
- SEDPMBA BRANCH MANAGERS/HEADS
- SEDPMBA BOARD OF TRUSTEES
- SEDPMBA MEMBER REPRESENTATIVES
  - ALBAY OPERATIONS (5 PER BRANCH)
  - REGIONAL EXPANSION GROUP (2 PER BRANCH)

**DATE :** May 25, 2019

**VENUE :** SEDPMBA Social Hall  
4<sup>th</sup> 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 DENNIFER CASCO**  
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 2018 AGM meeting. Significant proposals, reports, amendments and plans were presented, discussed, approved and ratified.

### **2. PRESENTATION AND ACCEPTANCE OF 2018 OPERATIONS REPORT**

Presentation of 2018 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 2018 AUDITED 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 2018 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. PRESENTATION AND APPROVAL OF 2019 PLAN AND BUDGET**

Presentation of SEDP MBA priority Programs for 2019 and proposed Budget for the operationalization of programs and services to its members and stakeholders.

### **6. REAPPOINTMENT OF EXTERNAL AUDITOR**

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

### **7. COUNCIL OF LEADERS**

Past Board of Trustees of SEDP MBA is proposed to be form part of SEDP MBA Council of Leaders. This is to recognize their input to the advancement of the association and to contribute more to the evolution of its operation.

### **8. 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.





**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

**PROXY FORM OF MEMBERS' REPRESENTATIVE**

AREA: \_\_\_\_\_

DATE: \_\_\_\_\_

BRANCH: \_\_\_\_\_

CENTER: \_\_\_\_\_

REPRESENTATIVES: \_\_\_\_\_

NO.	NAME OF MEMBER	ADDRESS	SIGNATURE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			
33			
34			
35			
36			
37			
38			
39			
40			

Community Development Worker : \_\_\_\_\_

Print Name & Signature