

## SUN LIFE FINANCIAL PLANS, INC.

### AGENDA FOR THE REGULAR MEETING OF THE REVIEW COMMITTEE FOR RELATED PARTY TRANSACTIONS

Date : 01 March 2023  
Duration : 11:00 a.m. -11:15 a.m.  
Place : Board Room, 6<sup>th</sup> Floor, Sun Life Centre, Bonifacio Global City, Taguig City

	BUSINESS	RESPONSIBLE PARTY	ACTION REQUIRED	APPENDIX
1	Call to Order (11:00)	Chairman		
2	Certification of Notice and Quorum (11:01)	Corporate Secretary	Note	
3	Minutes of the Previous Meeting (05 December 2022) (11:02)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting: None (11:03)	Chairman	Note	
5	Review of Related Party Transactions (11:04-11:09)	Leo Carl T. Chin	Note	/
6	Review of Committee Charter (11:09-11:11)	Corporate Secretary	Approve	/
7	Review of RPT Operating Guidelines (11:12)	Ma. Jemilyn S. Camania	Approve	/
8	Forward Agenda (11:13)	Chairman	Note	/
9	Other Matters, if any (11:14)	Chairman	Note	
10	Adjournment (11:15)	Chairman	Approve	

#### Distribution List

##### Directors

- Oscar S. Reyes, Committee Chairman and Independent Director
- Francisco S.A. Sandejas, Independent Director
- Lucy C.L. Chou

##### Attendees

- Maria Sachiko A. Pang, Director and President
- Benedicto C. Sison, Director
- Leo Carl T. Chin, Treasurer
- Candy S. Esteban, Chief Financial Officer, Sun Life Philippines
- Edgar S. Tordesillas, General Counsel
- Ma. Jemilyn S. Camania, Compliance Officer
- Maria Pia A. Urgello, Deputy Compliance Officer
- Gaurav Mishra, Chief Operations & Digital Enterprise Officer
- Pia Angelica Javier, Chief Technology Modernization Officer
- Joel O. Bungabong, Internal Auditor
- Ivan P. Corcuera, Head, Investments
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary

- Hope Jan C. Candido, Assistant Corporate Secretary
- Maria Junifer L. Maliglig, Law Clerk

## SUN LIFE FINANCIAL PLANS, INC.

### AGENDA FOR THE REGULAR MEETING OF REVIEW COMMITTEE FOR RELATED PARTY TRANSACTIONS

Date : 06 December 2023  
Duration : 3:35 p.m. – 3:45 p.m.  
Place : Board Room, 6<sup>th</sup> Floor, Sun Life Centre, 5<sup>th</sup> Ave. cor. Rizal Drive, BGC, Taguig City

	BUSINESS	RESPONSIBLE PARTY	ACTION REQUIRED	APPENDIX
1	Call to Order (3:35)	Chairman		
2	Certification of Notice and Quorum (3:36)	Corporate Secretary	Note	
3	Minutes of the Previous Meeting (01 March 2023) (3:37)	Chairman	Approve	/
4	Matters Arising from the Previous Meeting: None (3:38)	Chairman	Note	/
5	Review of Related Party Transactions (3:39-3:41)	Leo Carl T. Chin	Note	/
6	Forward Agenda (3:42)	Corporate Secretary	Approve	/
7	Schedule of Meetings for 2024-2025 (3:43)	Corporate Secretary	Approve	/
8	Other Matters, if any (3:44)	Chairman	Note	
9	Adjournment (3:45)	Chairman	Approve	

#### Distribution List

##### Directors

- Oscar S. Reyes, Committee Chairman and Independent Director
- Francisco S.A. Sandejas, Independent Director
- Lucy C.L. Chou

##### Attendees

- Maria Sachiko A. Pang, Director and President
- Benedicto C. Sison, Director
- Leo Carl T. Chin, Treasurer
- Candy S. Esteban, Chief Financial Officer, Sun Life Philippines
- Maria Teresa A. Co, Compliance Officer
- Gaurav Mishra, Chief Operations & Digital Enterprise Officer
- Pia Angelica Javier, Chief Technology Modernization Officer
- Joel O. Bungabong, Internal Auditor
- Ivan P. Corcuera, Head, Investments
- Edgar S. Tordesillas, General Counsel
- Paolo P. Macapagal, Deputy General Counsel
- Anna Katrina C. Kabigting-Ibero, Corporate Secretary
- Hope Jan C. Candido, Assistant Corporate Secretary
- Jennifer R. Samodio, Administrative Assistant