



LBP INSURANCE BROKERAGE, INC.
(A LANDBANK Subsidiary)

CLASS D

BOARD COMMITTEE – EXECUTIVE COMMITTEE
Activities from January 1 – December 31, 2016

DATE OF MEETING	ACTIONS TAKEN
January 14, 2016	Discussed on the updates of CY2015 Net Income After Tax (NIAT) and EBITDA
February 19, 2016	Approved permanent appointment of Ms. Krstina M. Undecimo. Deliberation on the proposed targets for CY2016. Approval on the release of Two Million Pesos (Php2,000,000.00) donation to LCDFI.
March 22, 2016	Approved amendments on the Codified Approving and Signing Authority (CASA). Revocation of Item B(2) of LIBI's Guidelines on the Grant of Christmas Gift Package/Raffle to Contract Service Workers. Endorsement of the Declaration of Cash Dividend in favor of the National Government in the amount of P41,407,681.00 for Board approval.
April 18, 2016	Endorsement of the renewal of contract of service of Mr. Rodolfo V. Pestaño for the Claims Management Project for Board approval. Approved permanent appointment of Ms. Renalyn P. Caneja. Approved entitlement of the Corporate Secretary per diem for attendance in CGCom Meetings.
May 13, 2016	Approved official travel including expenses for the air fare and hotel accommodation of Mr. John Pablo S. Tan, Claims Assistant to Baybay, Leyte. Approved additional liquidation/reimbursement of LCDFI amounting to P40,000.00 Approval to sign the proxy form in favor of LBP-Trust



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	<p>Department for the Notice of Noteholders' Meeting for DBP Tier 2.</p> <p>Approved early retirement of Ms. Vivian L. Torres.</p>
June 17, 2016	<p>Deliberation on re-hiring Mr. Gorgonio D. Verecio of LIBI-Forex.</p> <p>Approved permanent appointment of Ms. Kim Roina E. Calimlim.</p>
July 22, 2016	<p>Approved promotion of Ms. Purisima Concepcion N. Chugani</p> <p>Approved promotion of Ms. Merriesan B. Pador and Ms. Sheryl F. Atuan.</p>
August 23, 2016	<p>Approved probationary appointment of Ms. Erica Blest T. Aboy.</p> <p>Approved donation of Landbank Countryside Foundation, Inc. (LCDFI) amounting to TWO MILLION PESOS ONLY (Php2,000,000.00).</p> <p>Approved probationary appointment of Mr. Constancio S. Arriesgado, Jr.</p>
September 19, 2016	<p>Endorsement of the Codified Approving and Signing Authority (CASA) for Board approval.</p> <p>Deliberation on the proposed salary increase for the regular employees of LIBI.</p>
October 5, 2016	<p>Deliberation and discussion of the transition memo of Mr. George R. Francisco.</p>
October 21, 2016	<p>Endorsement of the Codified Approving and Signing Authority (CASA) particularly on the Marketing transactions for Board approval.</p> <p>Endorsement of the Implementing Guidelines and Mechanics for the CSR Initiative/Stakeholder Support for the Service Contractual Workers (SCWs) for Board approval.</p>
November 16, 2016	<p>Deliberation and discussion on the Cease and Desist Order against Philippine Prudential Life Insurance Company, Inc. (PRUDLIFE).</p>



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	<p>Deliberation and discussion on the claims against Philippine Phoenix.</p> <p>Discussion on the meeting of Management with BFAR.</p> <p>Deliberation and discussion on the accreditation of Foreign Exchange Corporations/Dealers.</p>
December 14, 2016	<p>Endorsement of LIBI Risk Management Manual for Board approval.</p> <p>Endorsement of Competency Framework for Board approval.</p> <p>Endorsement of granting of FY2016 Productivity Enhancement Incentive (PEI) for Board approval.</p>



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BOARD COMMITTEE – EXECUTIVE COMMITTEE
Activities from January 1 – December 31, 2015

DATE OF MEETING	ACTIONS TAKEN
January 27, 2015	Deliberation on the proposed Guidelines on the Availment of the Special Benefits for Women under R.A. 9710 (An Act of Providing for the Magna Carta for Women).
February 20, 2015	Approval on the designation of AMLA Compliance Officer and Alternate Compliance Officer. Endorsement of the proposed Target for CY 2015 for Board approval.
March 12, 2015	Endorsement of the proposed Amendments in Trading Limits & Exception Approval for Board approval. Endorsement of the Declaration of Cash Dividend in favor of the National Government in the amount of P41,245,743.00 for Board approval.
April 14, 2015	Discussed Professional Indemnity Policy and VAT Recovery
May 12, 2015	Discussed COA letter re: Government Service Insurance System (GSIS). Discussed insurance coverage for the uniformed Personnel (AFP & PNP). Discussed possible self-insurance for Banker's Blanket Bond (BBB)-Fire.
June 18, 2015	Endorsement of the Increase in Petty Cash Fund for Board Approval. Endorsement of the proposed Amendments in Insurance Operations Manual for Board approval. Discussed the Reclassification of LIBI from Class E to Class D GOCC.
July 14, 2015	Approval to be one of the institutional members of Manila Bay S.U.N.S.E.T Partnership Program. Discussed Memorandum of Agreement with OGCC.
August 18, 2015	Endorsement of the Performance Agreement for CY 2016 for Board approval. Endorsement of the proposed updates on Forex Manual for Board approval. Endorsement of the proposed guidelines on Know-Your-Customer (KYC)/Customer Due Diligence of FX dealers/Money Changers and Remittance Agents for Board approval. Endorsement of the Proposed Updates on the Accounting Manual for Board approval. Discussed reclassification of LIBI under E.O. No. 24.
September 16, 2015	Deliberation on the closing of books every month. Approval on the cost estimate for the renovation/repair of LIBI's Vacant Office space.
October 14, 2015	Discussed on the renovation of LIBI's vacant office space.

November 12, 2015	Deliberation on the LIBI's Operations Manual and the server upgrade.
December 11, 2015	Approved Retirement of Mr. Wilfredo D. Barcelo. Endorsement of the New Products for Board approval.