

KASAGANA-KA Mutual Benefit Association, Inc.
Ethics Committee Meeting
KMBA Members' Center Building
01 August 2022 2:00pm

<p>Present Board Committee Members</p> <ol style="list-style-type: none"> 1. Wenifreda F. Rodriguez 2. Leticia T. Rodriguez 3. Chona B. Capayas 4. Isabel M. Iliw-iliw <p>Present Also</p> <ol style="list-style-type: none"> 5. Silvida R. Antiquera 	<ul style="list-style-type: none"> - Chairperson, Board Emeritus - Committee Member, Board Emeritus - Committee Member, Board Adviser - Committee Member, Board Adviser - Compliance Officer/General Manager
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Topic	Discussion
Call to Order	The meeting started at 2:10 pm with a prayer.
Review of the previous Minutes	The Committee reviewed the minutes of the previous meeting. It being subject to prior perusal, the committee unanimously approved the minutes.
Review of Anti-Fraud Manual and Anti-Corruption Policy	<p>The Management presented to the Committee the Anti-Fraud Manual of KMBA.</p> <p>Page by page, the Committee assessed the applicability of each provision and reviewed the roles of the Committee in handling fraudulent activities within the organization. This also enlightened the Committee of fraudulent exposures of the association based on its operational procedures and processes.</p> <p>The Committee also review the Anti-Money Laundering Manual of KMBA. AMLA, which is a timely and relevant matter at present, provided the Committee a better understanding of money laundering activities which the association shall monitor closely. This includes other financial industries locally and across the globe.</p> <p>The discussions focused on the oversight and operational responsibilities of the committee over the anti-fraud manual, stating that all officers and staff of KMBA are responsible for preventing and detecting insurance fraud In their unit.</p> <p>Committee member Leticia Rodriguez ask if there is a need to update the manual considering there is a higher risk of fraud especially on claims settlement since there is a limited face to face interaction with the members.</p>



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	<p>Compliance Officer Silvida Antiquera assured the committee that the documents are check thoroughly and random checking is done during claims processing. Supporting documents must be complete before the final settlement. Staff and officers are always reminded of the K-Values that must always be observed.</p> <p>Chairperson Wenifreda reminded to the Committee the strict compliance of KMBA's No Gift Policy, not only in the office but also in their areas of operation.</p> <p>With the No Gift policy in place, any gift, whether monetary or non-monetary received in the course of official duties and in any connection, which may post conflict of interest, are strictly prohibited.</p> <p>The Committee noted the reminder and ensure compliance therewith.</p>
Adjournment	The meeting had ended at 4:20 in the afternoon