

KASAGANA-KA Mutual Benefit Association, Inc.
Related Party Transaction Committee Meeting

Via zoom
24 March 2022 1:30 pm

<p>Present</p> <p>Board Committee Members</p> <ol style="list-style-type: none"> 1. Philip Arnold P. Tuaño 2. Maria Cleofe Gettie C. Sandoval 3. Isabel D. Iliw-iliw <p>Also Present:</p> <ol style="list-style-type: none"> 1. Evelyn A. Lagmay 2. Analyn A. Shih 	<ul style="list-style-type: none"> - Chairperson, Independent Board Member - Committee Member, Independent Board Member - Committee Member, Board Adviser <ul style="list-style-type: none"> - Finance Manager - Exec. Assistant
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Topic	Discussion
Call to Order	The meeting started at 1:30 pm with a prayer led by Ms. Isabel
Review of Related Party Transaction Committee Charter	<p>Chairperson Philip Arnold Tuano presented to the Committee the draft of the RPT Charter which was made the previous year.</p> <p>Each committee member was given a copy for initial review and comments should there be any changes or additional information to be included in the draft. These were among the items included in the charter.</p> <ul style="list-style-type: none"> ▪ Mission – The RPT Committee sets out the authority, responsibility and membership of the operation of KMBA. ▪ Duties and Responsibilities – appointed and authorized by the board of trustees to assist the management in fulfilling its responsibilities to strengthen corporate good governance and practices particularly on RPT. ▪ Authorities – Composed of Two Independent Trustees and One Board of Adviser ▪ Membership – members of the committee shall be nominated and voted during the organization's Annual General Meeting. The compliance officer and Chief Audit Executive shall join the RPTC as non-voting member.



<p>KASAGANA - KA Mutual Benefit Association, Inc.</p>	<ul style="list-style-type: none"> ▪ Meeting – the committee shall meet often enough or as deemed necessary to undertake its role effectively. It shall constitute of at least two members of the committee to proceed with the quorum. The members may attend the meeting in person or via tele/video communication. ▪ Charter Changes – any additional or proposal for change in the charter shall be subject for endorsement of the committee chairman and approval of the board. <p>The committee unanimously accepted and proposed to present the charter for board approval.</p>
<p>Adjournment</p>	<p>There being no other matter to discuss, the meeting ended at 3:15 in the afternoon</p>