

## BPI MS INSURANCE CORPORATION\_CERTIFICATE OF ATTENDANCE\_30JANUARY2024

Lean P. Batalla <lpbatalla@bpi.com.ph>


on behalf of

BPI Corporate Secretary <corporate.secretary@bpi.com.ph>

Tue 1/30/2024 4:39 PM

To:ICTD Submission <ictdsubmission@sec.gov.ph>

Cc:Emeliana Elisa F. Navarro <efnavarro@bpi.com.ph>;Shiena Angela D. Aquino <sadaquino@bpi.com.ph>;Lean P. Batalla <lpbatalla@bpi.com.ph>;Carol Hazel B. Propogo <chbpropogo@bpi.com.ph>

 1 attachments (577 KB)

BPI MS INSURANCE CORPORATION\_CERTIFICATE OF ATTENDANCE\_30JANUARY2024.pdf;

Good day!

Please find attached BPI MS Insurance Corporation - 2023 Certificate of Board Attendance.

Kindly acknowledge receipt of this email once received.

Thank you.

### **BPI Office of the Corporate Secretary**

Lean P. Batalla

Tel. No.

email add: [corporate.secretary@bpi.com.ph](mailto:corporate.secretary@bpi.com.ph)



REPUBLIC OF THE PHILIPPINES)  
MAKATI CITY, METRO MANILA ) S.S.

### CERTIFICATION

I, **MARIA LOURDES P. GATMAYTAN**, of legal age and Filipino citizen, in my capacity as the duly elected and incumbent Corporate Secretary of BPI/MS Insurance Corporation (BPI/MS-IC), a non-life insurance corporation duly organized and existing under and in accordance with the laws of the Republic of the Philippines, with principal office and place of business at Ayala Life-FGU Center (now BPI Philam Life Building), 6811 Ayala Avenue, 1226 Makati City, do hereby certify-

1. THAT the attendance profile of the members of the Board of Directors of BPI/MS-IC for the period January 1, 2023 to December 31, 2023, is as follows:

Name of Director	Number of Meetings Attended / Held	Percent Present
Tetsuya Adachi	5/5	100%
Jesse O. Ang	5/5	100%
Rodolfo M. Bausa**	3/3	100%
Maria Cristina L. Go	5/5	100%
Ichiro Iwabuchi	5/5	100%
Jose Teodoro K. Limcaoco	5/5	100%
Hiroaki Matsubara	5/5	100%
David G. Sarmiento, Jr.	5/5	100%
Jaime Z. Urquijo	5/5	100%
Alan J. Wilson**	1/1	100%
Clemens Philippi***	4/4	100%

\* Board member until 10 September 2023

\*\* Board member until 31 March 2023

\*\*\* Elected as Board member effective 01 April 2023

2. THAT I am executing this Certification to comply with the requirement of the Securities and Exchange Commission and for whatever legitimate purpose it may serve.

IN WITNESS WHEREOF, I have hereunto set my hand this **JAN 30 2024** in Makati City, Metro Manila, Philippines.

*Maria Lourdes P. Gatmaytan*  
**MARIA LOURDES P. GATMAYTAN**  
Corporate Secretary

**MAKATI CITY**

**JAN 30 2024**

SUBSCRIBED AND SWORN to before me in the City of Makati, on \_\_\_\_\_, affiant, Atty. Maria Lourdes P. Gatmaytan, who is personally known to me and to me known to be the same person who executed the foregoing instrument and who exhibited to me her Passport No. \_\_\_\_\_ issued at \_\_\_\_\_ on 07 November 2018 valid until 06 November 2028.

Doc. No. 366  
Page No. 71  
Book No.       ;  
Series of 2024.

*Atty. Cervacio B. Ortiz Jr.*  
**ATTY. CERVACIO B. ORTIZ JR.**  
Notary Public City of Makati  
Until December 31, 2024  
IBP No. 05729-Lifetime Member  
MCLE Compliance No. VII-0022734  
Appointment No. M-39 (2023-2024)  
PTR No. 9563522 Jan. 3, 2023  
Makati City Roll No. 40091  
101 Urban Ave. Campos Rueda Bldg  
Brgy Pio Del Pilar, Makati City

**Re: BPI MS INSURANCE CORPORATION\_CERTIFICATE OF ATTENDANCE\_30JANUARY2024**

ICTD Submission <ictdsubmission+canned.response@sec.gov.ph>

Tue 1/30/2024 4:39 PM

To:Lean P. Batalla <lpmatalla@bpi.com.ph>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you for reaching out to ictdsubmission@sec.gov.ph!

Your submission is subject for Verification and Review of the Quality of the Attached Document only for Secondary Reports. The Official Copy of the submitted document/report with Barcode Page (Confirmation Receipt) will be made available after 7 working days via order through the SEC Express at <https://secexpress.ph/>. For further clarifications, please call (02) 8737-8888.

----- NOTICE TO COMPANIES -----

Please be informed of the reports that shall be filed only through ictdsubmission@sec.gov.ph.

Pursuant to SEC MC Circular No. 3 s 2021, scanned copies of the printed reports with wet signature and proper notarization shall be filed in PORTABLE DOCUMENT FORMAT (pdf) through email at ictdsubmission@sec.gov.ph such as the following SECONDARY REPORTS:

- 1. 17-A 6. ICA-QR 11. IHAR 16. 39-AR 21. Monthly Reports
- 2. 17-C 7. 23-A 12. AMLA-CF 17. 36-AR 22. Quarterly Reports
- 3. 17-L 8. 23-B 13. NPM 18. PNFS 23. Letters
- 4. 17-Q 9. GIS-G 14. NPAM 19. MCG 24. OPC (Alternate Nominee)
- 5. ICASR 10. 52-AR 15.BP-FCLC 20.S10/SEC-NTCE-EXEMPT

Further, effective 01 July 2023, the following reports shall be submitted through <https://efast.sec.gov.ph/user/login>.

- 1. FORM MC 18 7. Completion Report
- 2. FORM 1 - MC 19 8. Certificate-SEC Form MCG- 2009
- 3. FORM 2- MC 19 9. Certificate-SEC Form MCG- 2002, 2020 ETC.
- 4. ACGR 10. Certification of Attendance in Corporate Governance
- 5. I-ACGR 11. Secretary's Certificate Meeting of Board Directors (Appointment)
- 6. MRPT

Please be informed that the submission of the abovementioned eleven (11) reports through the [ictdsubmission@sec.gov.ph](mailto:ictdsubmission@sec.gov.ph) shall no longer be accepted. For further information, please access this link [Notice for guidance on the filing of reports](#):

Likewise, the following reports shall be filed through the Electronic Filing and Submission Tool (eFAST) at <https://efast.sec.gov.ph/user/login> :

1. AFS 7. IHFS 13. SSF
2. GIS 8. LCFS 14. AFS with Affidavit of No Operation
3. BDFS 9. LCIF 15. AFS with NSPO Form 1,2, and 3
4. FCFS 10. OPC\_AO 16. AFS with NSPO Form 1,2,3 and 4,5,6
5. FCIF 11. PHFS 17. FS - Parent
6. GFFS 12. SFFS 18. FS – Consolidated

For the submission and processing of compliance in the filing of Memorandum Circular No. 28 Series of 2020, please visit this link – <https://apps010.sec.gov.ph/>

For your information and guidance.

Thank you.