

MINUTES OF THE SPECIAL BOARD MEETING  
OF  
ARIANS INSURANCE BROKER, INC.

DATE : JANUARY 10, 2020

TIME : 3:00 P.M.

PLACE : Unit 1202 12/F MDI Corporate Center, 10th Avenue  
corner 39th Street Bonifacio Global City Taguig City 1634

DIRECTORS PRESENT : CHONA M. JACINTO  
JESUS D. GOMEZ  
ELEANOR J. TUAZON  
ATTY. DENNIS DYLAN F. JIMENEZ  
ROMEO C. DIOLATA

OTHER PRESENT : FLORENCIO V. ARINGO  
Corporate Secretary

CALL TO ORDER

Ms. Chona M. Jacinto, Chairman, called the meeting to order and thereafter presided.

Mr. Florencio V. Aringo, Corporate Secretary, certified to the existence of a quorum and thereafter took the minutes of the proceedings.

**READING AND APPROVAL OF MINUTES  
OF THE BOARD MEETING HELD IN JANUARY 6, 2020**

Ms. Jacinto conveyed to the Board that the minutes of the Board Meeting held on January 6, 2020 were previously circularized. She then asked for comments and/or amendments and there being none, it was on motion duly seconded,

"RESOLVED, that the reading of minutes of the Board Meeting held on January 6, 2020 be, as it hereby is dispensed with, and that the same be, as they hereby approved."

**TO ENROLL THE COMPANY TO ELECTRONIC FILING  
PAYMENT SYSTEM (EFPS) WITH BUREAU OF INTERNAL  
REVENUE (BIR)**

Ms. Chona M. Jacinto conveyed to the Board Management's recommendation for the Corporation to enroll the Electronic Filing Payment System with the Bureau of Internal Revenue.

The Board, after discussion, unanimously approved the above request and agreed to designate the President, Chona M. Jacinto, as the Corporation's representatives, with full power and authority to sign and execute contracts/agreements and other documents necessary and required by the Bureau of Internal Revenue.

Thus, on motion duly made and seconded.

Arians Insurance Broker, Inc.  
Circular Resolution No.1-06-2020

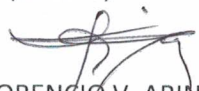
"RESOLVED, that ARIANS INSURANCE BROKER INC. (the "Corporation") be, as it hereby designate the President, Ms. Chona M. Jacinto to sign, process, receive documents and enroll in Electronic Filing Payment System with the Bureau of Internal Revenue.

RESOLVED FURTHER, that the allowed user to process and file online for each return of the Corporation shall be made by the Finance & Administration Head, Mr. Noel B. Tolete and will authorize/approve by the President, Ms. Chona M. Jacinto.

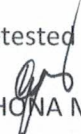
**ADJOURNMENT**

There being no further business to transact, the meeting was on motion duly second, declared adjourned.

Prepared by:

  
FLORENCIO V. ARINGO  
Corporate Secretary

Attested by:

  
CHONA M. JACINTO  
Chairman

MINUTES OF THE SPECIAL BOARD MEETING  
OF  
ARIANS INSURANCE BROKER, INC.

DATE : AUGUST 19, 2020

TIME : 3:00 P.M.

PLACE : Unit 1202 12/F MDI Corporate Center, 10th Avenue  
corner 39th Street Bonifacio Global City Taguig City 1634

DIRECTORS PRESENT : CHONA M. JACINTO  
JESUS D. GOMEZ  
ELEANOR J. TUAZON  
ATTY. DENNIS DYLAN F. JIMENEZ  
ROMEO C. DIOLATA

OTHER PRESENT : FLORENCIO V. ARINGO  
Corporate Secretary

CALL TO ORDER

Ms. Chona M. Jacinto, Chairman, called the meeting to order and thereafter presided.

Mr. Florencio V. Aringo, Corporate Secretary, certified to the existence of a quorum and thereafter took the minutes of the proceedings.

**READING AND APPROVAL OF MINUTES  
OF THE BOARD MEETING HELD IN AUGUST 14, 2020**

Ms. Jacinto conveyed to the Board that the minutes of the Board Meeting held on August 14, 2020 were previously circularized. She then asked for comments and/or amendments and there being none, it was on motion duly seconded,

"RESOLVED, that the reading of minutes of the Board Meeting held on August 14, 2020 be, as it hereby is dispensed with, and that the same be, as they hereby approved."

**INVESTMENT WITH FIRST METRO ASSET  
MANAGEMENT INC.**

Ms. Chona M. Jacinto conveyed to the Board Management's recommendation for the Corporation to invest with First Metro Asset Management Inc. (FAMI)

The Board, after discussion, unanimously approved the above request and agreed to designate the President, Ms. Chona M. Jacinto and Technical and Claims Head, Jesus D. Gomez, as the Corporation's representatives, with full power and authority to sign and execute contracts/agreements and other documents necessary and required by First Metro Asset Management Inc.

Thus, on motion duly made and seconded.

Arians Insurance Broker, Inc.  
Circular Resolution No.8-14-2020

RESOLVED, that the two (2) of the following officers namely:

Name	Position
CHONA M. JACINTO	President
JESUS D. GOMEZ	Technical and Claims Head

be, as they are hereby designated and authorized representatives and signatories of the Company.

RESOLVED FURTHER, that the above named representatives be, as they hereby are authorized to jointly sign, execute and deliver any and all documents necessary and required by First Metro Asset Management Inc.

**ADJOURNMENT**

There being no further business to transact, the meeting was on motion duly second, declared adjourned.

Prepared by:

  
FLORENCIO V. ARINGO  
Corporate Secretary

Attested by:

  
CHONA M. JACINTO  
Chairman

MINUTES OF THE SPECIAL BOARD MEETING  
OF  
ARIANS INSURANCE BROKER, INC.

DATE : DECEMBER 29, 2020

TIME : 3:00 P.M.

PLACE : Unit 1202 12/F MDI Corporate Center, 10th Avenue  
corner 39th Street Bonifacio Global City Taguig City 1634

DIRECTORS PRESENT : CHONA M. JACINTO  
JESUS D. GOMEZ  
ELEANOR J. TUAZON  
ATTY. DENNIS DYLAN F. JIMENEZ  
ROMEO C. DIOLATA

OTHER PRESENT : FLORENCIO V. ARINGO  
Corporate Secretary

CALL TO ORDER

Ms. Chona M. Jacinto, Chairman, called the meeting to order and thereafter presided.

Mr. Florencio V. Aringo, Corporate Secretary, certified to the existence of a quorum and thereafter took the minutes of the proceedings.

**READING AND APPROVAL OF MINUTES  
OF THE BOARD MEETING HELD IN DECEMBER 21, 2020**

Ms. Jacinto conveyed to the Board that the minutes of the Board Meeting held on December 21, 2020 were previously circularized. She then asked for comments and/or amendments and there being none, it was on motion duly seconded,

"RESOLVED, that the reading of minutes of the Board Meeting held on December 21, 2020 be, as it hereby is dispensed with, and that the same be, as they hereby approved."

**CORPORATE EMAIL ADDRESS AND CONTACT NUMBERS**

Ms. Chona M. Jacinto conveyed to the Board Management's recommendation for the Corporation to designate Company email address and contact number with Security and Exchange Commission (SEC).

The Board, after discussion, unanimously approved the above request and agreed to designate the President, Ms. Chona M. Jacinto as the Corporation's authorized representatives, with full power and authority to sign and execute contracts/agreements and other documents necessary and required by Security and Exchange Commission

Thus, on motion duly made and seconded.

Arians Insurance Broker, Inc.  
Circular Resolution No.12-21-2020


RESOLVED, that the Board of Directors of Arians Insurance Broker Inc. hereby designate the President, Ms. Chona M. Jacinto to be the authorized representative of the Company.

RESOLVED FURTHER, that Ms. Chona M. Jacinto hereby authorized to sign, execute authorization to Securities and Exchange Commission to send notices, letter replies, orders, decisions, and/or other documents emanating from the Commission through the Corporation's electronic email addresses and mobile numbers for the purpose of complying with the notice requirement of administrative due process.


**ADJOURNMENT**

There being no further business to transact, the meeting was on motion duly second, declared adjourned.

Prepared by:

  
FLORENCIO V. ARINGO  
Corporate Secretary

Attested by:

  
CHONA M. JACINTO  
Chairman