



07 January 2020

Honorable Dennis B. Funa
Commissioner
Insurance Commission
1071 United Nations Avenue
Ermita, Manila



**Re: Submission of Annual Certification of Completeness of Meetings
and Attendance of the Board of Directors during Stockholders'
Meeting, Board and Board Committee Meetings**

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Dear Commissioner Funa:

In compliance with IC Circular Letter No. 31-2005 re: Corporate Governance Principles and Leading Practices, we are pleased to submit the Annual Certification of Completeness of Stockholders, Board and Board Committee Meetings of Etiqa Life and General Assurance Philippines, Inc. (formerly AsianLife and General Assurance Corporation), and the Attendance of the Members of Board of Directors during said meetings.

We hope you find everything in order.

Very truly yours,


Atty. Raul M. Hebron
SVP, Legal and Corporate Services/
Corporate Secretary

Enclosure:

Annual Certification of Completeness of Meeting and Attendance of the Board Directors during Stockholders, Board and Board Committee Meetings.

**Etiqa Life and General
Assurance Philippines, Inc.**
(Formerly: AsianLife and General Assurance Corporation)
2nd and 3rd Floor
Morning Star Center
347 Sen. Gil Puyat Avenue,
Makati City 1209

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A Member of  Group

**SECRETARY'S CERTIFICATION OF COMPLETENESS OF MEETINGS
AND ATTENDANCE OF THE BOARD OF DIRECTORS (FY2019)**

KNOW ALL PERSONS BY THESE PRESENTS:

I, **Atty. RAUL M. HEBRON**, of legal age, Filipino citizen, and with office address at the 3rd Floor, Morning Star Center, 347 Senator Gil J. Puyat Avenue, Makati City, being the duly elected and qualified Corporate Secretary of **ETIQA LIFE AND GENERAL ASSURANCE PHILIPPINES, INC.** (formerly AsianLife and General Assurance Corporation), a corporation duly organized and existing under the laws of the Republic of the Philippines, with principal office address at the 3rd Floor, Morning Star Center, 347 Senator Gil J. Puyat Avenue, Makati City, **DO HEREBY CERTIFY THAT:**

1. Based on the records of the Corporation in my custody, the meetings of the Board of Directors, Executive Committee Members and Stockholders' Meeting of the Corporation for the Fiscal Year 2019 were held on the following dates:
 - a. Regular Meetings of the Board of Directors: 19 March 2019, 17 June 2019, 06 September 2019, and 28 November 2019;
 - b. Joint Annual Stockholders' Meeting and Organizational Board Meeting: 19 March 2019;
 - c. Special Stockholders' Meetings: 17 June 2019 and 06 September 2019;
 - d. Audit Committee Meetings: 19 February 2019, 18 March 2019, 17 June 2019, and 11 September 2019;
 - e. Nomination and Remuneration Committee (NRC) Meeting: 27 November 2019; and
 - f. Related Party Transactions (RPT) Committee Meeting: 28 November 2019.
2. The attendance of the Chairman and all the members of the Board and Executive Committees are as follows:

(a). Attendance of Board Members at Board Meetings:

No.	Directors	03/19/19	06/17/19	09/06/19	11/28/19	Total no. of meetings
1.	Kamaludin Bin Ahmad	√	√	√	√	4
2.	Lee Hin Sze	√	√	√	√	4
3.	Rico T. Bautista	√	√	√	√	4
4.	Manuel N. Tordesillas	√	√	√	√	4
5.	Modesta P. Mammud	√	√	(resigned)		2
6.	Eulogio A. Mendoza	√	√	√	√	4
7.	Ma. Victoria C. Vinas	√	√	√	√	4
8.	Joven D. Reyes	√	√ (call-in)	√	(medical leave)	3
TOTAL		8	8	7	6	

(b) and (c). Attendance of Board Members at Annual and Stockholders' Meetings:

No.	Directors	Annual Stockholders' Meeting 03/19/19	Special Stockholders' Meeting 06/17/19	Special Stockholders' Meeting 09/06/19	Total no. of meetings
1.	Kamaludin Bin Ahmad	√	√	√	3
2.	Lee Hin Sze	√	√	√	3
3.	Rico T. Bautista	√	√	√	3
4.	Manuel N. Tordesillas	√	√	√	3
5.	Modesta P. Mammud	√	√	(resigned)	2
6.	Eulogio A. Mendoza	√	√	√	3
7.	Ma. Victoria C. Vinas	√	√	√	3
8.	Joven D. Reyes	√	√ (call-in)	√	2
TOTAL		8	8	7	

(d). Attendance of Board Committee Members at Audit Committee Meetings:

No.	Directors	02/19/19	03/18/19	06/17/19	09/11/19	Total no. of meetings
1.	Lee Hin Sze	√ (call-in)	√	√	√ (call-in)	4
2.	Manuel N. Tordesillas	√	(not a member)			1
3.	Ma. Victoria C. Vinas	√	√	√	√ (call-in)	4
4.	Joven D. Reyes	√	√	√ (call-in)	√	4
TOTAL		4	3	3	3	

(e) and (f). Attendance of Board Committee Members at Nomination and Remuneration Committee (NRC) and Related Party Transactions (RPT) Committee Meetings:

No.	Directors	Nomination and Remuneration Committee (NRC) 11/27/19	Related Party Transactions (RPT) Committee 11/28/19	Total no. of meetings
1.	Lee Hin Sze	√	√	2
2.	Ma. Victoria C. Vinas	√	√	2
3.	Joven D. Reyes	(medical leave)	(medical leave)	0
TOTAL		2	2	

IN WITNESS WHEREOF, I have hereunto suffixed my signature this ___ day of January 2020 at Makati City.

Atty. RAUL M. HEBRON
Corporate Secretary

JAN 08 2020

SUBSCRIBED AND SWORN TO before me this ___ day of January 2020 in Makati City; affiant exhibited to me his Driver's License with No. C06-92-006569 issued in Metro Manila on 04 February 2019 as competent evidence of his identity.

Doc. No. 14;
Page No. 6;
Book No. 7;
Series of 2019.

ATTY. VIRGINIO R. BATALLA
NOTARY PUBLIC FOR MAKATI CITY
APPT. NO. M-87- UNTIL DEC. 31, 2020
ROLL NO. 48148 / MCLE COMPLIANCE NO. VI-0022250/4-4-2019
ISP O.R. NO. 706762-LIFETIME MEMBER JAN. 29, 2007
PTR NO. 817512- JAN 02, 2020 - MAKATI CITY
EXECUTIVE BLDG. CENTER MAKATI AVE., COR. JUPITER ST. MAKATI CITY