



# PUBLIC SAFETY MUTUAL BENEFIT FUND, INC.

Resolution No. 2023 – 19

## CREATION OF THE COMMITTEE ON ELECTION FOR THE CY 2023 GENERAL MEMBERSHIP MEETING AND ELECTION AND THE MANNER BY WHICH IT WILL BE CONDUCTED

**Whereas**, the PSMBFI By-Laws provide that the General Membership shall hold its annual meeting on the third (3<sup>rd</sup>) Saturday of April of every year. For this year, this falls on 15 April 2023;

**Whereas**, Article X, Section 20 (Election) of the PSMBFI By-Laws requires the creation of a Committee on Election not later than sixty (60) days before the election to manage and supervise the conduct of election;

**Whereas**, the Office of the Corporate Secretary through the Executive Committee recommended the creation of the Committee on Election for the General Membership Meeting and Election (GMME) for CY 2023 to be composed of the following:

Chairman	-	ATTY RIZALINA V LUMBERA
Member	-	ATTY RUTHER CHRIS PARILLA
Member	-	PEMS JESSIE V SALVADOR

**Whereas**, in consideration of the health and safety requirements that are still in place due to COVID, it was also recommended that the GMME be conducted in a hybrid manner or a combination of in-person/face-to-face and virtual attendance;

**Whereas**, the venue of the GMME for an in-person/face-to-face meeting and where a virtual meeting will be hosted shall be at a venue that can accommodate expected attendees without compromising the minimum safety requirements;

**Whereas**, during the regular meeting of the Board of Trustees on 31 January 2023, the Board approved the creation of a Committee of Election and to conduct the GMME in a hybrid manner at a venue to be determined by the Management;

**Now, therefore be it resolved as it is hereby resolved** that the creation of a Committee on Election for the GMME CY2023 with members as specified above is hereby approved;

**Be it resolved further**, that the GMME CY 2023 shall be held in a hybrid manner or a combination of in-person/face-to-face and virtual attendance to be hosted at a venue which shall be determined by the Management;

**Be it resolved further**, that copies of this Resolution be furnished to the Chairman and the Vice Chairman of the Board of Trustees, the President, and the PSMBFI Management for reference and information.

Done in San Juan City this 31<sup>st</sup> day of January 2023.



# PUBLIC SAFETY MUTUAL BENEFIT FUND, INC.

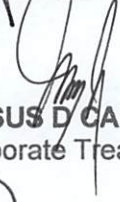
Resolution No. 2023 – 19


## CREATION OF THE COMMITTEE ON ELECTION FOR THE CY 2023 GENERAL MEMBERSHIP MEETING AND ELECTION AND THE MANNER BY WHICH IT WILL BE CONDUCTED

  
DIR BENJAMIN D SANTOS JR  
Chairman

  
DIR FERDINAND O DIVINA  
Vice Chairman

  
ATTY JOEL NAPOLEON M CORONEL  
President

  
DIR JESUS D CAMBAY JR  
Corporate Treasurer

  
DIR LOUIE S MAKILAN  
Treasurer


  
DIR RICARDO C MARQUEZ  
Trustee

  
DIR JUANITO B VAÑO JR  
Trustee

  
DIR ROBERT T RODRIGUEZ  
Trustee

  
DIR HERMINIO S TADEO JR  
Trustee

  
DIR JOSE CHIQUITO M MALAYO  
Trustee

  
DIR BENIGNO B DURANA JR  
Trustee

  
DIR GREGORIO N LIM  
Trustee

  
DIR DONNA N VILLAREAL  
Trustee

  
DIR PORTIA B MANALAD  
Trustee

  
DIR WALTER E CASTILLEJOS  
Trustee

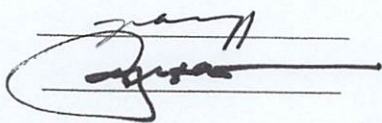
  
Attested by  
ATTY CATHERINE E TAMAYO  
Corporate Secretary

INTER-OFFICE

PSMBFI

Memorandum

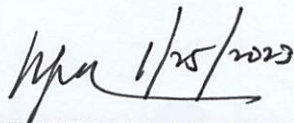
FOR : THE PRESIDENT  
VPCS  
VPO  
FROM : CLO  
SUBJECT : 2023 GMME Activities  
DATE : 25 January 2023



In preparation for the 2023 PSMBFI Annual GMME, undersigned prepared this Report to be submitted to the Office of the Corporate Secretary for its appropriate action. This Report pertains to the list of activities, requirements, due dates, and OPRs for the various activities. More importantly, there are matters which need to be decided by the BOT this January, 2023 meeting such as the GMME date, venue, and manner/conduct of the meeting and election.

Appended to this Report is the List of Activities and Requirements. In addition, undersigned discussed with the VPCS the key personnel needed to support this activity (CCO, IT, SBOD, ADMIN, Corp Sec).

FOR YOUR INFORMATION AND APPROVAL. After approval the same shall be submitted to the Office of the Corporate Secretary for its appropriate action on all matters required from the BOT.



ATTY. RIZALINA V. LUMBERA

APPROVED/DISAPPROVED:

  
ATTY. JOEL NAPOLEON M CORONEL  
President/CEO

BOARD SECRETARIAT  
**RECEIVED**  
Jed 01/25/2023  
Public Safety Mutual Benefit Fund Inc.

**2023 PSMBFI ANNUAL GMME**

**REPORT ON GMME ACTIVITIES AND REQUIREMENTS**

GMME TEAM	CORP SEC;	CLO/LEGAL; IT; SBOD; ADMIN; CCO
<b>PART 1: GENERAL REQUIREMENTS</b>		OPR
	REMARKS	
DATE	15 April 2023 (Saturday); 3rd Saturday of April; AI and BL	
Venue	PSMBFI Head Office for the years 2020 and 2021; for 2022, Hyatt Regency, Pasay City;	
Membership Count as of DEC, 2022/ count shall be adjusted based on records of MSD;	210,679	MSD
Required Quorum to Conduct Meeting and Election ( 1/3 of Membership)	70,227 (physically present and /or by valid proxy) ( for purposes of estimates plus buffer or total of 73,000 members)	CORP SEC/IT/LEGAL
No. of Seats for BOT Election	SEVEN (7) Members of the BOT	
1	DIR CESAR HAWTHORNE R BINAG replaced by DIR BENIGNO B. DURANA, JR.	
2	DIR RICARDO C. MARQUEZ	
3	DIR GUILLERMO LORENZO T. ELEAZAR replaced by DIR GREGORIO N. LIM	
4	DIR JOEL NAPOLEON M CORONEL	
5	DIR WALTER E. CASTILLEJOS	
6	DIR MARIO A AVENIDO replaced by DIR JOE CHIQUITO M MALAYO	
7	DIR JUANITO B. VANO JR.	
<b>COMELEC</b>		
Creation of COMELEC and appointment of members ( Jan 2023 Board Meeting)		
*Manner of Holding/Conduct of 2023 GMME		BOT ( Jan 2023 Meeting)
*For 2020, 2021, and 2022, BOT approved holding GMME via teleconferencing/video conferencing; Approved manner/conduct of GMME shall be included in the Notice of Meeting; (Jan 2023 Board Meeting)		
LETTER informing SEC of holding the GMME on 15 April 2023 providing for manner/conduct of GMME ( example: face to face or teleconferencing;Letter to be prepared by Board Sec; Once signed by Corp Sec, the same shall be sent to SEC Compliance Dept;		BOT/CORP SEC; LETTER SHOULD BE SENT ON OR BEFORE 20 FEB 2023
<b>PART 2: NOTICES TO MEMBERS ( 20 FEB 2023 TO 10 MAR 2023)</b>		
AI/BL	AGS	
* 30 Days prior to GMME ( 16 March 2023)	*28 Days prior to GMME ( 18 March 2023)	
* Notice provides for:	Notice should provide for short explanation of each agenda item;	CORP SEC/LEGAL/ ADMIN/SBOD
•Agenda of the meeting ;		
•No. of BOT members to be elected;		
• Proxy form;		
•Date, place, and time of meeting;		
•Due date for submission of proxy form; and		
•Such other relevant matters;		
Send Notices to members with attached proxy form; Notice provides for date, manner of conduct of GMME, and venue	As required (BI/AI/AGS), notices should be sent on or before 16 March 2023; For purposes of submission and validation of proxy, notices should be sent starting 20 Feb 2023 until 10 March 2023;	

Request assistance from C,PNP for the execution of written proxies by PNP Personnel	Prepare letter addressed to C,PNP requesting for assistance in directing PNP personnel to execute the proxy. Send letter on or before 10 February 2023 (Friday)	CORP SEC/LEGAL/ ADMIN/SBOD	
<b>PART 3: INFORMATION DISSEMINATION</b>			
TARPAULINS/POSTERS	HEAD OFFICE REO OFFICES Other Agencies	CORP SEC/LEGAL/ ADMIN/SBOD/CCO	
PSMBFI WEBSITE/FB PAGE	Notice of Meeting, Rules and Procedures, Proxy Form uploaded in the website/FB Page		
Publication in Newspaper of General Circulation	at least 2x per newspaper of general circulation (4 newspapers)		
Invitation to Attend GMME	To be printed by Corp Sec; List of Invited Guests		
<b>PART 4: ACCEPTANCE and VALIDATION OF PROXY FORMS AND REGISTRATION OF MEMBERS</b>			
Due date for Proxy Forms	Last day for submission of proxy forms (31 MAR 2023 (Friday)); Proxies shall be submitted to the Office of Corp Sec;	IT/CLO/Corp SEC/ADMIN	
Validation Period	27 Feb 2023 to 14 April 2023		
<b>PART 5: NOMINATION OF CANDIDATES ; BOT may consider creation of Nomination Committee comprised entirely of independent directors and provide for qualification of nominees for election to BOT; Nomination Committee undertakes the process of identifying the quality of trustees aligned with the company's strategic directions; Qualifications of Nominees should be posted prior to GMME;</b>			
* If face to face: Nomination is on the floor during the GMME;			
* If Teleconferencing/Videoconferencing:			
a. Nomination Period: 03 to 05 April 2023 (Monday to Wednesday 5 P.M.;			
b. Nomination shall be strictly sent via electronic mail to a designated email address; IT to provide dedicated e-mail address;			
c. Series of Announcements in FB Page/Website for this information and reminders for submission of nomination on or before 05 April 2021 5 P.M.;			
d. Nomination may also be submitted directly to the Office of the Corporate Secretary;			
<b>PART 6: VOTING ( BOT shall determine the manner of registration/voting)</b>			
Options:	1. FACE TO FACE	Manual Voting/Manual Canvassing Automated Voting/Automated Canvassing on 15 APR 2023; Real Time;	BOT ( Jan 2023 Meeting) ( Implementation: CORP SEC/IT/ADMIN/LEGAL
	2. Teleconferencing/video conference with members of BOT & key personnel present in a venue	Advance Automated Voting/ Advance Automated Canvassing; via google form; Voting Period is 11 to 14 April 2023 until 5 PM;	
<b>PART 6: GENERAL MEMBERSHIP MEETING AND ELECTIONS</b>			
BOT has the option to hold Face to Face GMME or Teleconferencing/Videoconferencing			BOT ( Jan 2023 Meeting) ( Implementation: CORP SEC/IT/ADMIN/LEGAL
15 April 2023 (Saturday) , 9:00 A.M., Venue to be finalized by the BOT			
Automated Voting/Canvass; Certificate of Canvass Printed and Signed by COMELEC;			
<b>PART 7: OTHER REQUIREMENTS:</b>			IT/LEGAL/ADMIN
· Video Recording of entire proceedings ( third party	FOR SOURCING		
· Additional Internet Provision for GMME ( 30 days)	FOR SOURCING ( IPLDT)		
· Additional Equipment (rental only)			
· After Activity Reportorial Compliance with SEC			