

**MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF  
RAROCO INSURANCE BROKERS, INC.**

The Special Meeting of the Board of Directors of RAROCO INSURANCE BROKERS, INC. duly held at Room 608 Ferros Bel Air Tower 30 Polaris St., Makati City on July 20, 2023 at 10:00AM.

Present:

RAMON A. ROCO  
MARIE DENISE ROCO – DE LEON  
RAMON M. HIDALGO  
ANGELINA H. ROCO  
LORENZO ANGELO H. ROCO  
MIKAELA ANDREA HIDALGO SISON  
REGINA ROSARIO P. GARRUCHO  
RUSSELL Y. LORENZO  
ERNA ROVERA - SANTIAGO

**I. CALL TO ORDER**

The President, Marie Denise Roco – De Leon, called the meeting to order and presided over the same.

**II. QUORUM**

The Corporate Secretary, Erna Rovera - Santiago, certified as to the existence of a quorum. Thereupon, the President declared the meeting duly constituted and ready to transact business.

**III. AUTHORIZATION FOR CVJ PRINTING SERVICES TO PROCESS RECEIPTS OR INVOICES IN BUREAU ON INTERNAL REVENUE**

The Board of Directors at its meeting held today, 20 July 2023 passed the following resolution:

“RESOLVED, as it is hereby resolved to authorize Mr. Carl Francis M. Salles, Mr. John Patrick M. Salles and Mr. Christian M. Magbanua, Mr. Armando R. Salles of CVJ PRINTING SERVICES, to execute, sign and submit any pertinent documents for the processing of the receipts or invoices in Bureau of Internal Revenue.”

“RESOLVED FINALLY that this resolution shall remain valid, subsisting and enforceable unless subsequently modified, revoked, rescinded or suspended by a resolution of the Board of Directors.”

**IV. ADJOURNMENT**

There being no other matter to be discussed, the meeting was adjourned at 11:00 in the morning.

IN WITNESS of the foregoing proceedings, the participating members have hereunto affixed their signatures this 20<sup>th</sup> day of July, 2023.

CERTIFIED CORRECT:

  
**ERNA ROVERA - SANTIAGO**  
Corporate Secretary

ATTESTED BY:

  
**MARIE DENISE ROCO DE LEON**  
President

MINUTES READ AND APPROVED BY:

  
**RAMON A. ROCO**  
Chairman

  
**RAMON M. HIDALGO**  
Vice President

  
**ANGELINA H. ROCO**  
Treasurer

  
**LORENZO ANGELO H. ROCO**  
Director

  
**MIKAELA ANDREA HIDALGO-SISON**  
Director

  
**REGINA ROSARIO P. GARRUCHO**  
Independent Director

  
**RUSSELL Y. LORENZO**  
Independent Director

REPUBLIC OF THE PHILIPPINES        )  
CITY OF MAKATI                    ) S.S.

### SECRETARY'S CERTIFICATE

#### KNOW ALL MEN BY THESE PRESENT:

I, ERNA ROVERA - SANTIAGO, of legal age, Filipino, and with office address at SITIO UL-ONG BRGY. SAPANG 1, TERNATE CAVITE been duly sworn in accordance with the law, do hereby certify: THAT

I am incumbent CORPORATE SECRETARY of RAROCO INSURANCE BROKERS, INC. hereinafter referred to as the "Corporation" existing under and by virtue of the laws of the Philippines, with principal office address at ROOM 608 FERROS BEL AIR TOWER 30 POLARIS ST., MAKATI CITY.

As CORPORATE SECRETARY, I have custody and access to the records of the CORPORATION;

At the special meeting of the Board of Directors of the CORPORATION held at its principal office on 20<sup>th</sup> of July, 2023 at which a quorum was presented and acted throughout, the following resolutions were approved and recorded in the MINUTES OF THE BOARD MEETING:

#### BOARD RESOLUTION NO. 09, SERIES OF 2023

"RESOLVED, as it is hereby resolved to authorize **Mr. Carl Francis M. Salles, Mr. John Patrick M. Salles and Mr. Christian M. Magbanua, Mr. Armando R. Salles** of **CVJ PRINTING SERVICES**, to execute, sign and submit any pertinent documents for the processing of the receipts or invoices in Bureau of Internal Revenue."

"RESOLVED FINALLY that this resolution shall remain valid, subsisting and enforceable unless subsequently modified, revoked, rescinded or suspended by a resolution of the Board of Directors."

The foregoing Board Resolutions are in accordance with and does not in any way contravene any provision of the ARTICLES OF INCORPORATION or BY-LAWS of the CORPORATION

IN WITNESS WHEREOF, I hereby affix my signature this \_\_\_\_\_ day of JUL 21 2023, at Makati City.




**ERNA ROVERA - SANTIAGO**  
Corporate Secretary

SUBSCRIBED AND SWORN, to me before this \_\_\_\_\_ day of JUL 21 2023, at QUEZON CITY, affiant exhibiting to me his/her Government Issued ID with ID No. \_\_\_\_\_, issued at \_\_\_\_\_, on \_\_\_\_\_.

NOTARY PUBLIC

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Page No. 91 ;  
Book No. VI ;  
Series of 2023 ;



**ATTY. RONIFELLE L. BARRIOS**  
Notary Public for and in Quezon City  
Admin Matter No. 091 (2023-2024)  
6th Fir Cyber One Bldg., Eastwood City, Quezon City  
IBP No. 238073/ 01-01-2023-Pasig City  
PTR No. 3975065D/01-04-20223-Quezon City  
Roll of Attorneys No. 75328/ 24 July 2020  
MCLE No. VII0008744 valid until April 14, 2025