

**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 October 14, 2024 at 10:00AM.

Present:

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

Absent:

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. COMPANY AUTHORIZE PERSON TO PICK UP BIR TERMINATION LETTER

The Board of Directors at its meeting held today, October 14, 2024 passed the following resolution:

RESOLVED, that RAROCO Insurance Brokers, Inc. authorize person to pick up the BIR Termination Letter for 2023 LOA is RANDY R. NADONGA.

RESOLVED, that the Termination Letter will be picked up in the office of Bureau of Internal Revenue located in 35th Floor Export Bank Plaza Condominium, Don Chino Roces Avenue, Makati City

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 14th day of October 2024.

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



RUSSELL Y. LORENZO
Independent Director



REGINA ROSARIO P. GARRUCHO
Independent Director

REPUBLIC OF THE PHILIPPINES)
) S.S.

Makati City SECRETARY'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS:

I, ERNA R. SANTIAGO, of legal age, Filipino and with office address at Rm. 608 Ferros – Bel Air Tower 30 Polaris St. Bel Air Makati City 1209 after having been duly sworn in accordance with the law, do hereby certify: THAT

1. I am the 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 Rm. 608 Ferros – Bel Air Tower 30 Polaris St. Makati City;
2. As **CORPORATE SECRETARY**, I have custody and access to the records of the CORPORATION;
3. At the special meeting of the Board of Directors of the CORPORATION held at its principal office on October 14, 2024 at which a quorum was present and acted throughout, the following resolutions were duly approved and recorded in the MINUTES OF THE BOARD MEETING:

BOARD RESOLUTION NO. 24-15

RESOLVED, that RAROCO Insurance Brokers, Inc. authorize person to pick up the BIR Termination Letter for 2023 LOA is RANDY R. NADONGA.

RESOLVED, that the Termination Letter will be picked up in the office of Bureau of Internal Revenue located in 35th Floor Export Bank Plaza Condominium, Don Chino Roces Avenue, Makati City

IN WITNESS WHEREOF, I have signed these present in the City of Makati City, Philippines, this _____ day of OCT 17 2024.


ERNA R. SANTIAGO

CORPORATE SECRETARY

OCT 17 2024

SUBSCRIBED AND SWORN to before me this _____ day of _____ in the City of Makati City, Philippines, affiant exhibited to me his/her Community Tax Certificate No. _____ issued at _____ on _____

DOC. NO. _____
PAGE NO. _____
BOOK NO. _____
SERIES OF _____

CITY JOEL FERROS FLORES
Notary Public for Makati City
Until December 31, 2024
Appointment No. M-115/2023-2024)
Roll of Attorney No. 77376
MCLE-Compliance VIII NO. 0001393-
Jan. 03, 2023 Until Apr. 14, 2028
EPR No. 100739457 / Jan. 02, 2024 / Makati City
IBP No. 330740 / Jan. 02, 2014 / Pasig City
107 D Bataan St., Guadalupe Nuevo, Makati City