



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-01-01

(Approved by the Board of Trustees on January 30, 2025)

### APPROVAL OF GROUP LIFE INSURANCE PLAN FOR CURRENT BOARD OF TRUSTEES AND QUALIFIED WORKFORCE

**WHEREAS**, the Board of Trustees has reviewed the need for a comprehensive Group Life Insurance Plan coverage to include the Board of Trustees and the Workforce of the Association; and

**WHEREAS**, Based on the existing policy the contribution shares of Workforce is based on the number of members, and it is deemed appropriate to implement this Group Life Insurance Plan to provide financial protection and security for the beneficiaries of all covered individuals;

**Therefore, let it be resolved as it is hereby resolved:**

1. That Praxis Fides MBI hereby approves the implementation of the Group Life Insurance Plan for all current members of the Board of Trustees, and Workforce, subject to the following contribution criteria:

#### A. Coverage Scope:

- **Board of Trustees:** Upon appointment or election to the Board all current members of the Board of Trustees will automatically be enrolled in the Group Life Insurance Plan upon their appointment or election to the Board.
- **Workforce:** All other workforce members will be eligible for coverage, subject to the following criteria.

#### B. Workforce Contribution Share Criteria (based on number of members) :

The contribution share between the association (PFMBAI) and the Area Representative (AR) will be determined as follows, based on the total number of existing members of the AR:

No. of Members	AR Share	PF Share
450 and above	0%	100%
250 - 449	50%	50%
100 - 249	75%	25%
Below 100	100%	0%

#### C. Amount of Insurance Coverage:

- The Life Insurance coverage amount is Php 500,000.00 per qualified insured.

#### D. Insurance Provider:

- The Management is hereby authorized to transact, negotiate and finalize the agreement with an insurance provider approved by the Compensation and Benefits Committee.

#### E. Cost-Sharing and Premium Payment:

- The Annual Premium for Board of Trustees shall be shouldered by PFMBAI.
- The premiums for the insurance coverage for Workforce shall be shared according to the table in Section B, depending on the number of members in each group. Praxis Fides MBI will contribute its share (PF Share) as outlined in the table, and the workforce will contribute their respective share (ARs Share), as applicable.
- Premium payment will be made on annual basis as determined by the insurance provider.

**F. Duration of Coverage:**

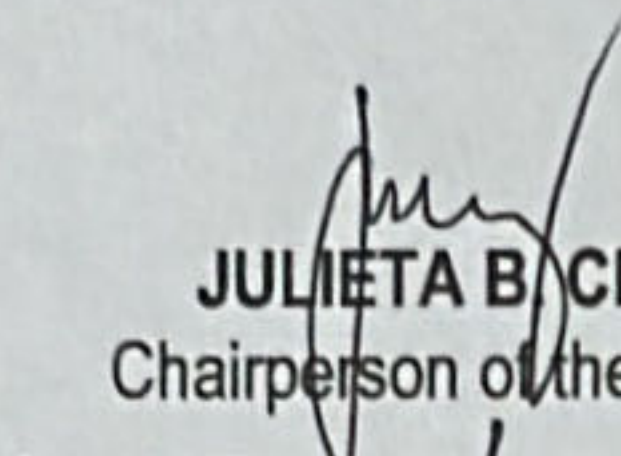
- The coverage under the Group Life Insurance Plan will remain in effect for the duration of the individual's tenure with the Association, subject to the terms of the insurance agreement.
- The outgoing member of the Board of Trustees may opt to continue his/her life insurance plan at his/her own expense.

**G. Annual Review:**

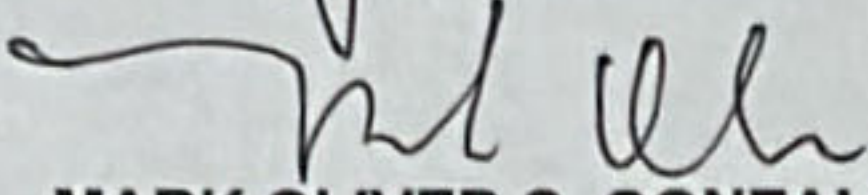
- The Group Life Insurance Plan will be reviewed annually by the Compensation and Benefits Committee to ensure its adequacy and effectiveness, and to determine whether any modifications or adjustments deemed necessary.

2. That the President, authorized officers and committee of the Association are hereby authorized to take all necessary actions, including the execution of documents and agreements, to implement this resolution.

Approved this 30<sup>th</sup> day of January 2025, at Malolos City, Bulacan.

  
**JULIETA B. CRUZ**

Chairperson of the Board

  
**MARK OLIVER S. GONZALES**

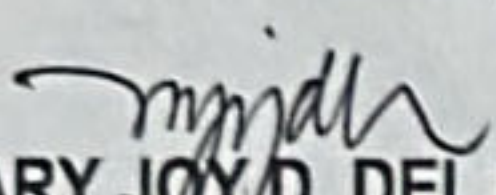
Treasurer

  
**MA. ESTELA T. SANTOS**

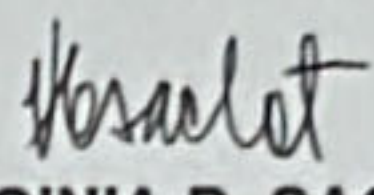
Independent Trustee

**FR. FRANCISCO G. CARSON**

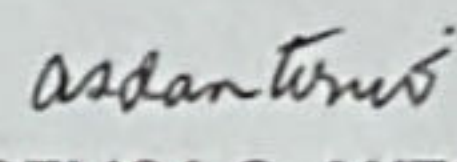
Vice Chairperson

  
**MARY JOY D. DEL ROSARIO**

Secretary

  
**VIRGINIA B. SACLOT**

Auditor

  
**ANGELICA S. ANTONIO**

Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-02-02

(Approved by the Board of Trustees on February 27, 2025)

### APPROVAL OF ADDITIONAL LOAN FOR THE REDEMPTION AND TRANSFER OF OWNERSHIP OF THE CHATEAU DE MAISONS BAGUIO CITY IN THE NAME OF PFMBAI

**WHEREAS**, Atty. Manuel Punzalan recommended the allocation of funds to facilitate the progress of the redemption of titles from Philtrust Bank and the associated transfer process;

**WHEREAS**, the Board of Trustees has thoroughly reviewed the need for additional funds for the redemption of titles from Philtrust Bank and the completion of the transfer process for the Four (4) Chateau de Maisons Baguio City CCTs;

**WHEREAS**, Ms. Rosalinda Comilang has formally requested an additional loan of Php 3,000,000 subject to applicable interest, and to fully cover the expenses related to the redemption of titles and the transfer process;

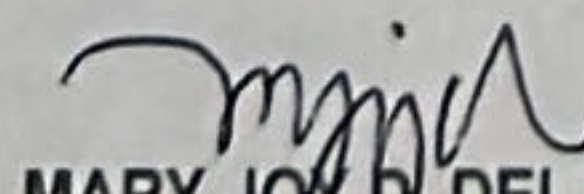
**WHEREAS**, the delivery of the four (4) CCTs to PFMBAI will settle her long outstanding loan.

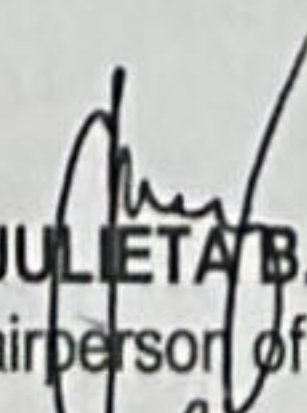
**Therefore, let it be resolved as it is hereby resolved:**

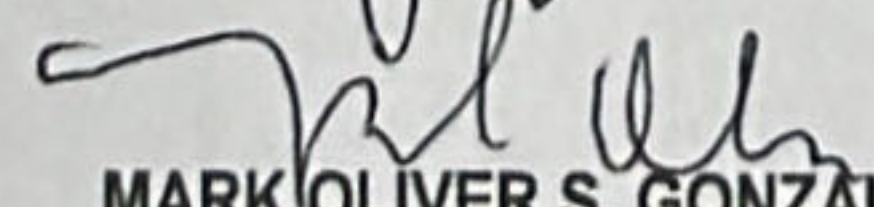
1. That the Praxis Fides MBAI hereby approved the additional loan of Php 3,000,000.00 subject to applicable interest secured by Post-dated checks (PDCs), to cover necessary expenses for the redemption of titles with Philtrust Bank and the associated transfer process for the Four (4) Chateau de Maisons Baguio City CCTs;
2. That Praxis Fides MBAI hereby approved that Ms. Rosalinda Comilang will facilitate the immediate transfer of the four (4) CCTs in favour of PFMBAI as agreed upon.
3. That Praxis Fides MBAI hereby approved and authorized the presence of representatives from both Praxis Fides and the Legal Office during the Philtrust Bank redemption transaction, with the responsibility of securing all pertinent legal documents to be reviewed by Atty. Manuel Punzalan;
4. That Praxis Fides MBAI hereby approved that all checks issued in connection with this transaction be made payable to Philtrust Bank for the purpose of completing the redemption and transfer process;
5. That Praxis Fides MBAI approved that the President is hereby authorized to take all necessary steps and actions to implement this resolution.

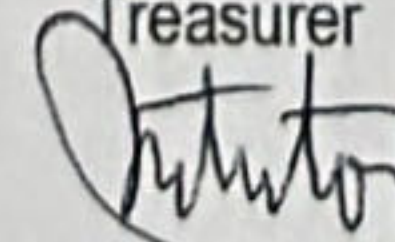
Approved this 27<sup>th</sup> day of February 2025, at Malolos City, Bulacan.

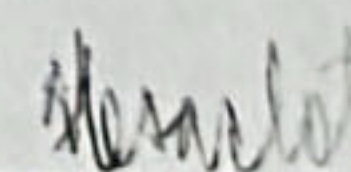
  
FR. FRANCISCO G. CARSON  
Vice Chairperson

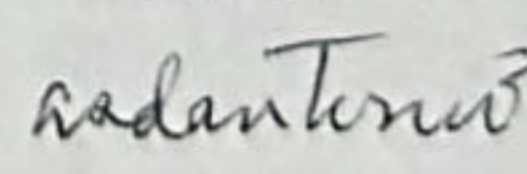
  
MARY JOY D. DEL ROSARIO  
Secretary

  
JULIETA B. CRUZ  
Chairperson of the Board

  
MARK OLIVER S. GONZALES  
Treasurer

  
MA. ESTELA T. SANTOS  
Independent Trustee

  
VIRGINIA B. SACLOT  
Auditor

  
ANGELICA S. ANTONIO  
Independent Trustee



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## BOARD RESOLUTION NO. 2025-02-03

(Approved by the Board of Trustees on February 27, 2025)

### APPROVAL OF CONFIDENTIALITY AGREEMENT FOR CURRENT BOARD OF TRUSTEES, REGULAR EMPLOYEES AND WORKFORCE

**WHEREAS**, Atty. Manuel Punzalan has recommended that a Confidentiality Agreement be secured from all current member of the Board of Trustees, employees, and workforce of the organization, to ensure the protection of sensitive information;

**WHEREAS**, the Board of Trustees recognizes the critical importance of safeguarding confidential, proprietary, and sensitive information related to the operations of PFMBAI;

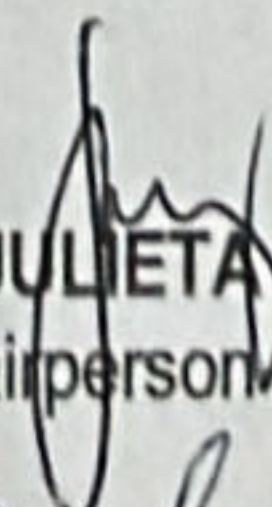
**WHEREAS**, the Board of Trustees has determined the need for all individuals currently serving on the Board of Trustees, as well as all employees and workforce members of the association, to formally commit to maintaining the confidentiality of such information;

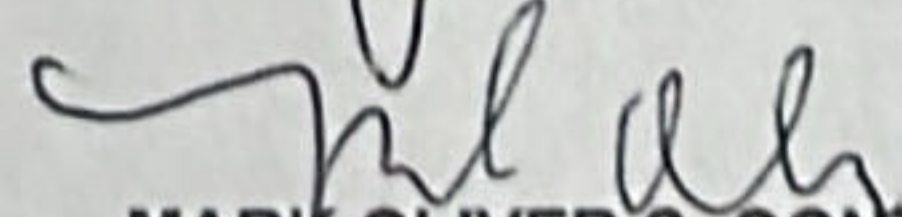
**WHEREAS**, the Board of Trustees has recommended that a Confidentiality Agreement be executed by all current members of the Board of Trustees, employees, and workforce members, in order to protect the interests and integrity of the association;

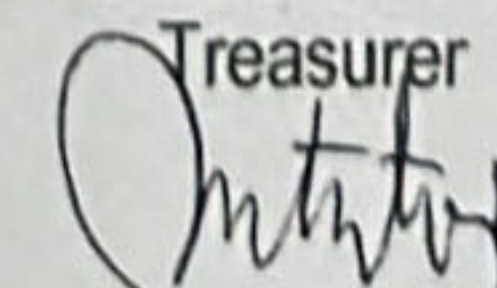
**Therefore, let it be resolved as it is hereby resolved:**

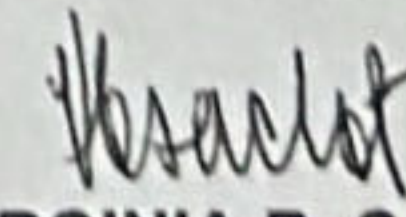
1. That the Praxis Fides MBAI hereby mandates that all current members of the Board of Trustees, employees, and workforce members complete and duly execute the Confidentiality Agreement form, to affirm their commitment to confidentiality regarding the association's sensitive information;
2. That the Admin. Support and Services Division or Human Resources Department is hereby instructed to prepare, distribute, and facilitate the timely execution of the Confidentiality Agreement by all relevant parties, ensuring that the signed forms are duly returned and properly maintained;
3. That the Admin. Support and Services Division or Human Resources Department shall maintain accurate records of all executed Confidentiality Agreements, which shall be available for future reference, as required by association's policy or legal requirements;
4. That the Admin. Support and Services Division or Human Resources Department shall review the Confidentiality Agreement every 3 years;
5. That this policy shall take effect immediately.

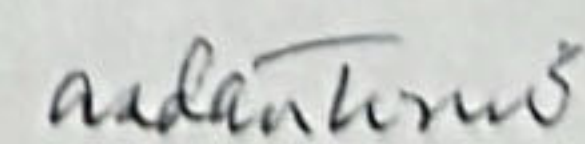
Approved this 27<sup>th</sup> day of February 2025, at Malolos City, Bulacan.

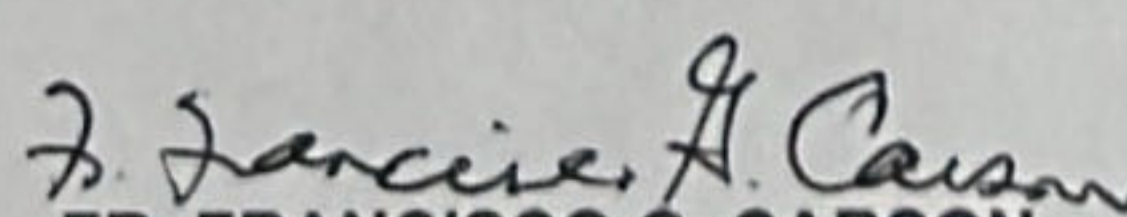
  
**JULIETA B. CRUZ**  
Chairperson of the Board

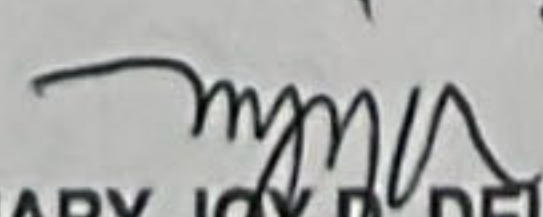
  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**MA. ESTELA T. SANTOS**  
Independent Trustee

  
**VIRGINIA B. SACLOT**  
Auditor

  
**ANGELICA S. ANTONIO**  
Independent Trustee

  
**FR. FRANCISCO G. CARSON**  
Vice Chairperson

  
**MARY JOY D. DEL ROSARIO**  
Secretary



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

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## BOARD RESOLUTION NO. 2025-02-04

(Approved by the Board of Trustees on February 27, 2025)

### APPROVAL OF THE EARNINGS FOR WITHDRAWING MEMBERS

WHEREAS, the President has reported the 5% earnings distribution for 2024 for members whose accounts will be withdrawn before April 2025; and

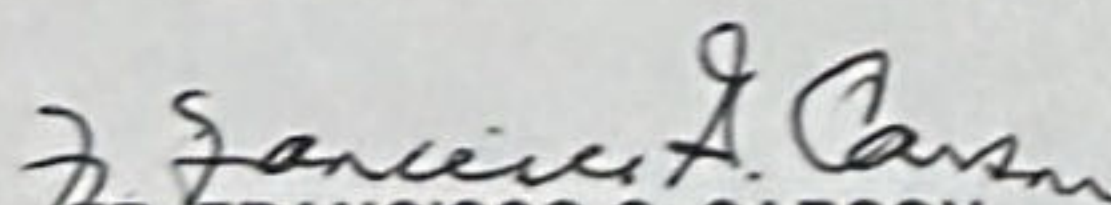
WHEREAS, the Board of Trustees has reviewed the proposed distribution and the following conditions for granting the 5% earnings:

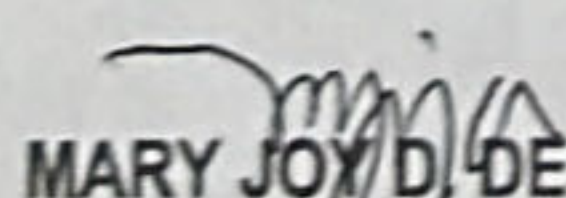
1. All Matured Accounts as of December 2024;
2. All Pre-terminated Accounts withdrawn before April 2025;
3. All Claims Accounts withdrawn before April 2025;


**Therefore, let it be resolved as it is hereby resolved:**

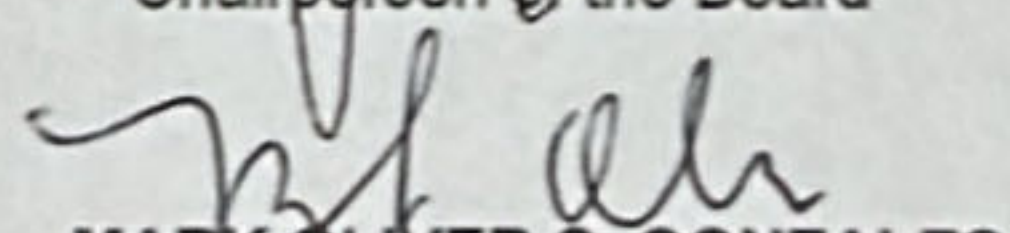
1. That Praxis Fides MBI hereby approved the distribution of 5% earnings for the aforementioned categories of accounts as detailed in the conditions above;
2. That Praxis Fides MBI hereby approved that the President and management are hereby authorized and directed to implement the distribution of the 5% earnings in accordance with this resolution;
3. That Praxis Fides MBI hereby approved that this resolution shall take effect immediately upon its approval.

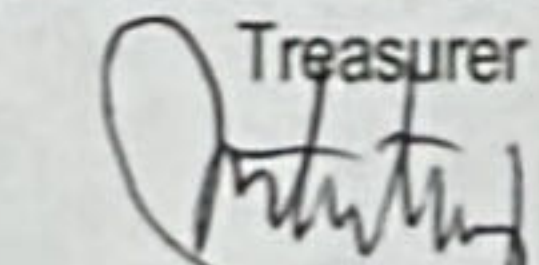
Approved this 27<sup>th</sup> day of February 2025, at Malolos City, Bulacan.

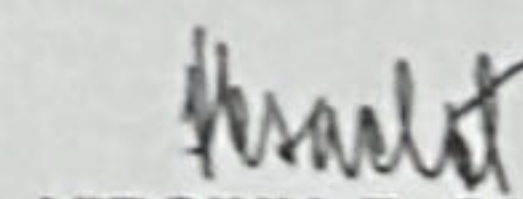
  
FR. FRANCISCO G. CARSON  
Vice Chairperson

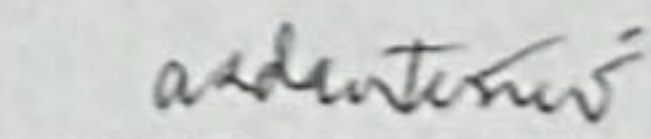
  
MARY JOY D. DEL ROSARIO  
Secretary

  
JULIETA B. CRUZ  
Chairperson of the Board

  
MARK OLIVER S. GONZALES  
Treasurer

  
MA. ESTELA T. SANTOS  
Independent Trustee

  
VIRGINIA B. SACLOT  
Auditor

  
ANGELICA S. ANTONIO  
Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

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Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025 -03-05

(Approved by the Board of Trustees on March 20, 2025)

### BOARD OF TRUSTEES AND COMMITTEE MEMBERS' REMUNERATION

WHEREAS, the key aspects considered in remuneration are Market Benchmarks and Regulatory Considerations and finally the Committee Fees;

WHEREAS, the new Board of Trustees and Committee Members' remunerations are in line with current industry standards.

#### A. Board of Trustees (BOT) Meeting

	2019-Present	New
Chairperson	8,000.00	10,500.00
BOT Members	7,500.00	9,500.00
Independent Trustee	7,500.00	9,500.00

#### B. Committee Meeting

	2020-Present	New
Chairperson	2,000.00	3,000.00
Member	1,500.00	2,500.00
Resource Person(Staff/ Others	750.00	1,500.00

Therefore let it be resolved as it is hereby resolved:

1. THAT, Praxis Fides MBI approved the New Remuneration for the Board of Trustees and for the Committee Members

#### A. Board of Trustees (BOT) Meeting

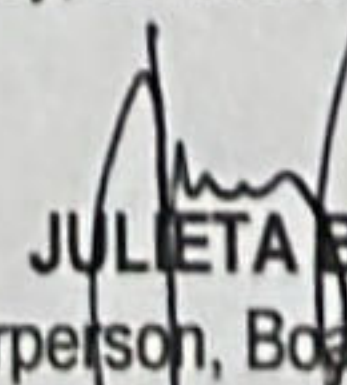
	New
Chairperson	10,500.00
BOT Members	9,500.00
Independent Trustee	9,500.00

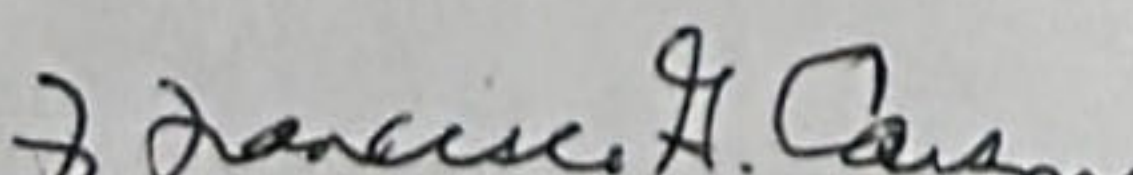
#### B. Committee Meeting

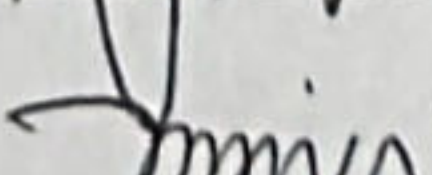
	New
Chairperson	3,000.00
Member	2,500.00
Resource Person (Staff/ Others)	1,500.00

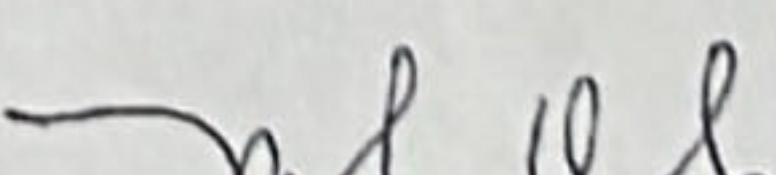
2. THAT, Praxis Fides MBI approved the New Remuneration adjustments will be effective on new sets of BOT upon approval on AGM 2025.
3. THAT, Praxis Fides MBI approved that the said adjustments will be coming from the BOT Fund.
  - a. For Board of Trustees (BOT) meeting will be coming from the BOT Fund.
  - b. For the Corporate Social Responsibility (CSR) Committee meeting from the CSR Fund.
  - c. The rest of the adjustments from the General Fund.

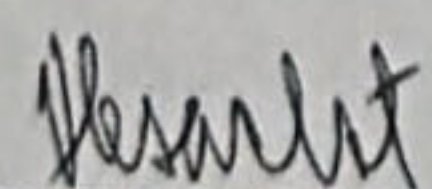
Approved this 20<sup>th</sup> day of March 2025 at Malolos City, Bulacan.

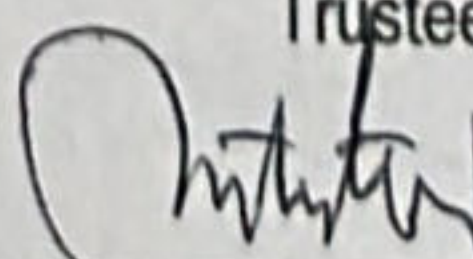
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

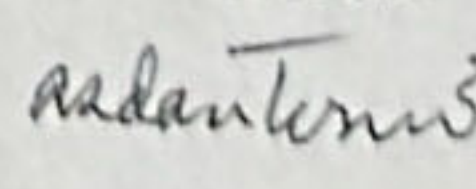
  
**FR. FRANCISCO G. CARSON**  
Trustee

  
**MARY JOY D. DEL ROSARIO**  
Trustee

  
**MARK OLIVER S. GONZALES**  
Trustee

  
**VIRGINIA B. SACLOT**  
Trustee

  
**ANGELICA SD. ANTONIO**  
Trustee

  
**MA. ESTELA T. SANTOS**  
Trustee



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## BOARD RESOLUTION NO. 2025-03-05.1 (Approved by the Board of Trustees on March 20, 2025)

### COMMITTEE MEMBERS' PER DIEM

**WHEREAS**, Praxis Fides MBI is committed to promoting fair and appropriate per diem for the services rendered by its Committee Members, in line with good governance practices;

**WHEREAS**, a periodic review of the per diem rates for Committee Members has been conducted to ensure that per diem remains reasonable and commensurate with their responsibilities and time commitments.


**Therefore, let it be resolved as it is hereby resolved:**

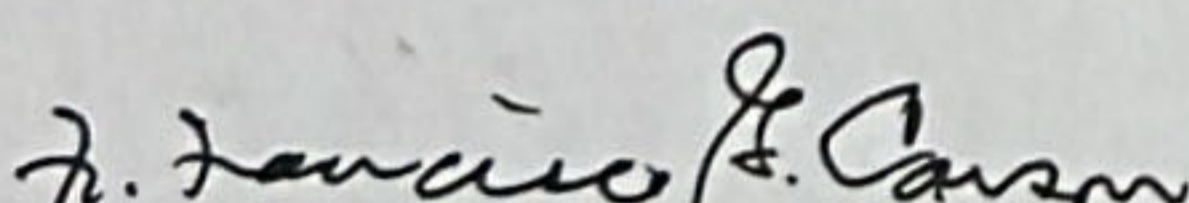
1. That, Praxis Fides MBI hereby approved the periodic review of the Committee Member's Per Diem;
2. That, Praxis Fides MBI hereby approved to increase the per diem for the Committee Members;

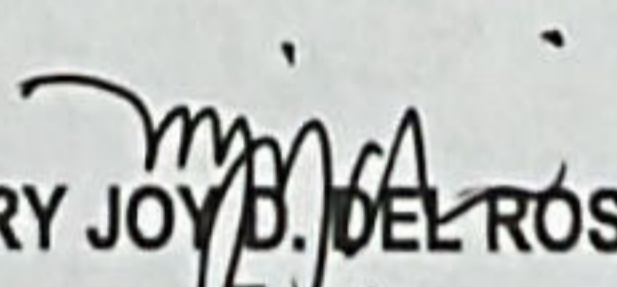
Committee Meeting	Existing	New
Committee Head	2,000.00	3,000.00
Committee Member	1,500.00	2,500.00
Resource Person	750.00	1,500.00

3. That, Praxis Fides MBI hereby approved the New Per Diem adjustments will be effective upon approval on AGM 2025.

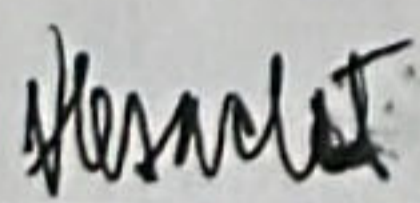
Approved this 20<sup>th</sup> day of March 2025 at Malolos City, Bulacan.

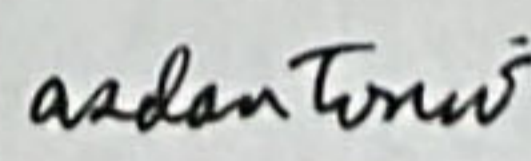
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

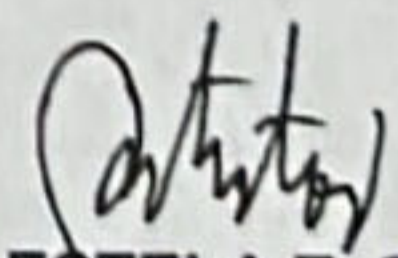
  
**FR. FRANCISCO G. CARSON**  
Trustee

  
**MARY JOY D. DEL ROSARIO**  
Trustee

  
**MARK OLIVER S. GONZALES**  
Trustee

  
**VIRGINIA B. SACLOT**  
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**ANGELICA SD. ANTONIO**  
Trustee

  
**MA. ESTELA T. SANTOS**  
Trustee



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## BOARD RESOLUTION NO. 2025-03-06 (Approved by the Board of Trustees on March 20, 2025)

### BOARD OF TRUSTEES AND COMMITTEE MEMBERS' REMUNERATION EVALUATION

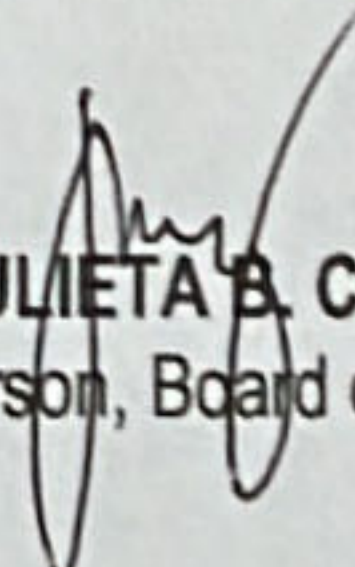
**WHEREAS**, the Board of Trustees and Committee Members Remuneration shall be reviewed and evaluated regularly;

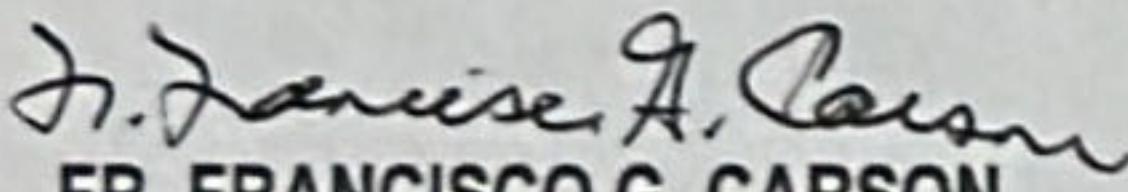
**WHEREAS**, the Board of Trustees and Committee Members Remuneration shall consider the following: Improvement, Accountability, Goal Setting, Reporting, Justification and lastly, Resource Allocation;

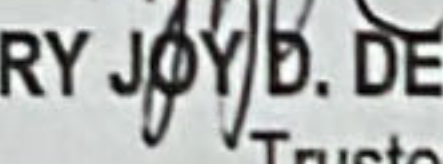
**Therefore let it be resolved as it is hereby resolved:**

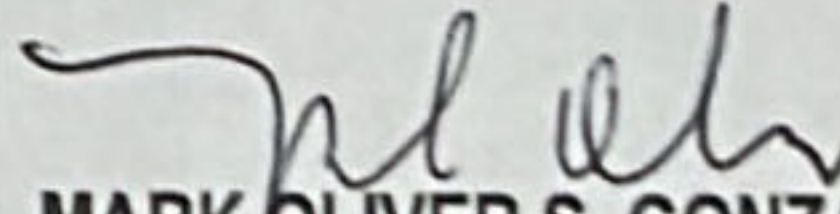
1. THAT, Praxis Fides MBI hereby approved the regular evaluation of the remuneration of the Board of Trustees and Committee Members' every three (3) years;
2. THAT, Praxis Fides MBI said evaluation of remuneration package is not only limited to increase or change of remuneration but also include the Association's capability and performance protecting the sustainability of resources.

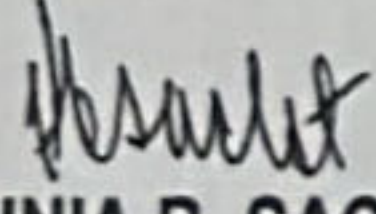
Approved this 20<sup>th</sup> day of March 2025 at Malolos City, Bulacan.

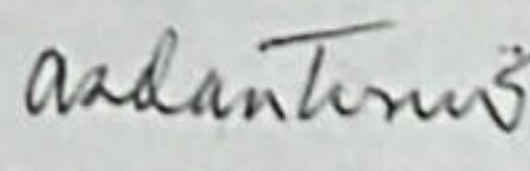
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

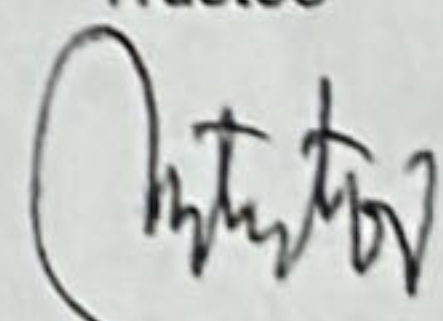
  
**FR. FRANCISCO G. CARSON**  
Trustee

  
**MARY JOY D. DEL ROSARIO**  
Trustee

  
**MARK OLIVER S. GONZALES**  
Trustee

  
**VIRGINIA B. SACLOT**  
Trustee

  
**ANGELICA SD. ANTONIO**  
Trustee

  
**MA. ESTELA T. SANTOS**  
Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-03-07 (Approved by the Board of Trustees on March 20, 2025)

### APPROVAL OF THE CORPORATE SOCIAL RESPONSIBILITY "KABUHAYAN" PROGRAM: EXTENSION OF FINANCIAL ASSISTANCE TO FAMILY MEMBERS OF ARs

**WHEREAS**, during the meeting held on February 27, 2025, the Corporate Social Responsibility Committee Chair discussed the request for financial assistance to the family members of ARs;

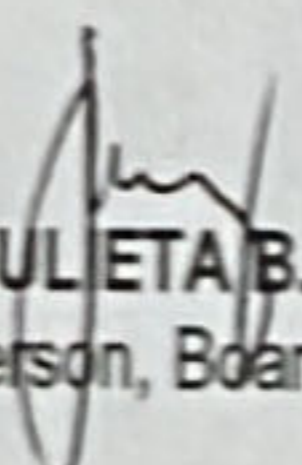
**WHEREAS**, after thorough deliberation, the Board of Trustees has resolved to extend financial assistance in the amount of Php 5,000.00 to the family members of ARs;

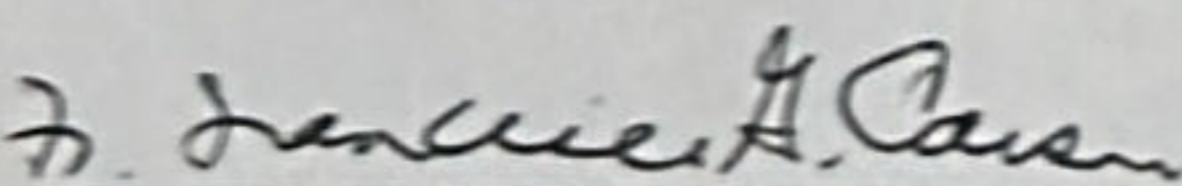
**WHEREAS**, the Board of Trustees has recognized the need to amend the existing policy to better address such cases in the future;

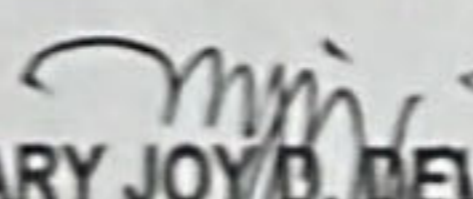
*Therefore let it be resolved as it is hereby resolved:*

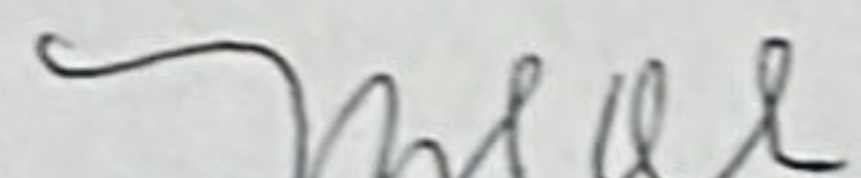
1. That, Praxis Fides MBI, hereby approved the extension of financial assistance in the amount of Php 5,000.00 to the family members of ARs.
2. That, Praxis Fides MBI Board recommends that the existing policy be amended to incorporate provisions for extending financial assistance in similar circumstances, ensuring that future cases are properly addressed.
3. That, the necessary actions be taken to all concerned parties.

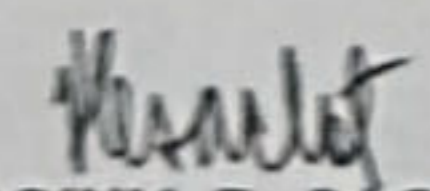
Approved this 20<sup>th</sup> day of March 2025 at Malolos City, Bulacan.

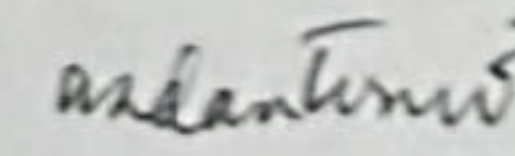
  
JULIETA B. CRUZ  
Chairperson, Board of Trustees

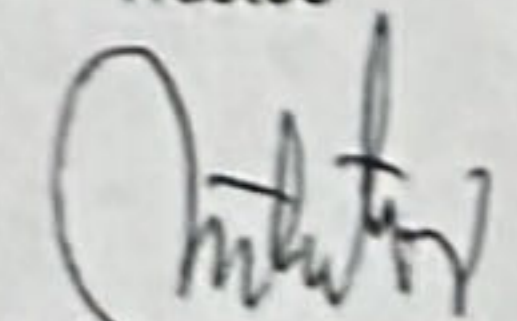
  
FR. FRANCISCO G. CARSON  
Trustee

  
MARY JOY D. DEL ROSARIO  
Trustee

  
MARK OLIVER S. GONZALES  
Trustee

  
VIRGINIA B. SACLOT  
Trustee

  
ANGELICA SD. ANTONIO  
Trustee

  
MA. ESTELA T. SANTOS  
Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Calmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-03-08 (Approved by the Board of Trustees on March 20, 2025)

### APPROVAL OF THE CORPORATE SOCIAL RESPONSIBILITY "KALUSUGAN" PROGRAM: ANNUAL PHYSICAL EXAMINATION (APE) PROGRAM TO ALL SENIOR ARs

**WHEREAS**, during the meeting held on February 27, 2025, the Corporate Social Responsibility Committee Chair discussed the Annual Physical Examination (APE) program to all Senior ARs;

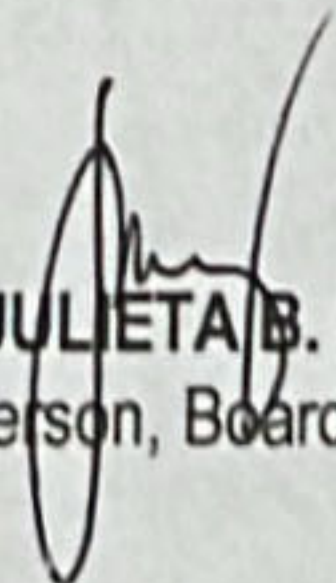
**WHEREAS**, after careful consideration, the Board of Trustees recommends the APE program to all Senior ARs;

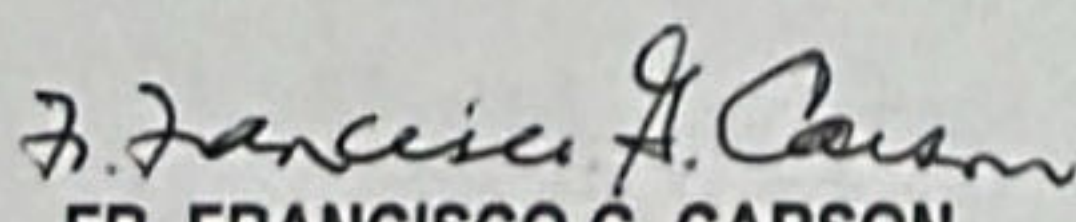
**WHEREAS**, the Board of Trustees recognizes the importance of ensuring that the program remains effective and relevant to the needs of all Senior ARs.

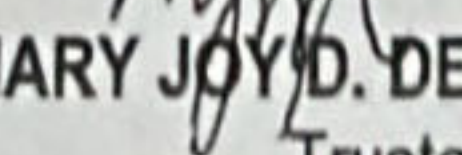
**Therefore let it be resolved as it is hereby resolved:**

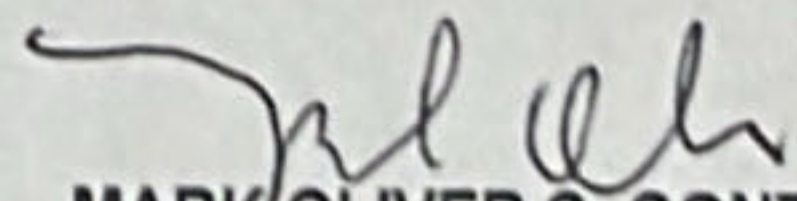
1. That, Praxis Fides MBI hereby approved the Annual Physical Examination (APE) program to all Senior ARs.
2. That, Corporate Social Responsibility (CSR) Committee is tasked with conducting an annual review of the APE program to assess its effectiveness and ensure that it continues to meet the needs of the Senior ARs.
3. That, the necessary actions be taken to implement this approval, and that the CSR Committee report its findings and any recommendations for improvement to the Board on an annual basis.

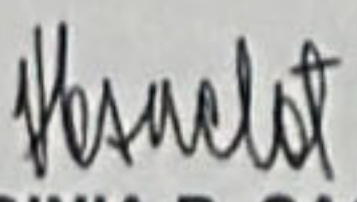
Approved this 20<sup>th</sup> day of March 2025 at Malolos City, Bulacan.

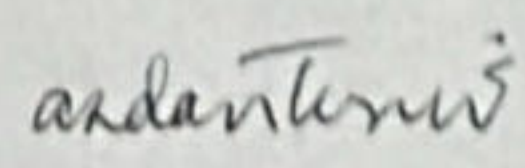
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

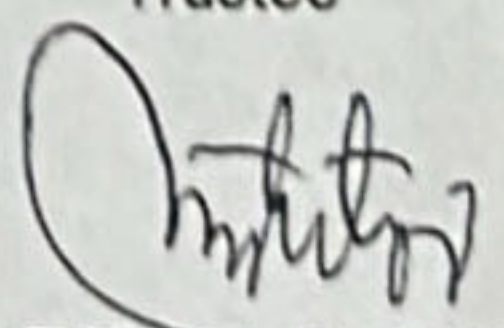
  
**FR. FRANCISCO G. CARSON**  
Trustee

  
**MARY JOY D. DEL ROSARIO**  
Trustee

  
**MARK OLIVER S. GONZALES**  
Trustee

  
**VIRGINIA B. SACLOT**  
Trustee

  
**ANGELICA SD. ANTONIO**  
Trustee

  
**MA. ESTELA T. SANTOS**  
Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-03-09 (Approved by the Board of Trustees on March 20, 2025)

### APPROVAL OF THE CORPORATE SOCIAL RESPONSIBILITY "KAWANGGAWA" PROGRAM: MONASTERIES AS BENEFICIARY

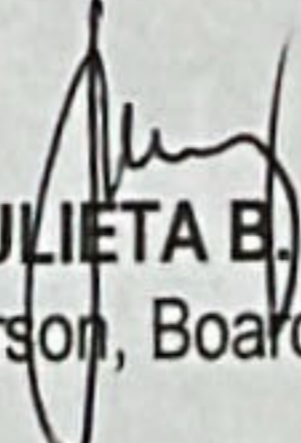
**WHEREAS**, during the meeting held on February 27, 2025, the Corporate Social Responsibility Committee Chair discussed the need to expand the list of beneficiaries for the Association's assistance programs;

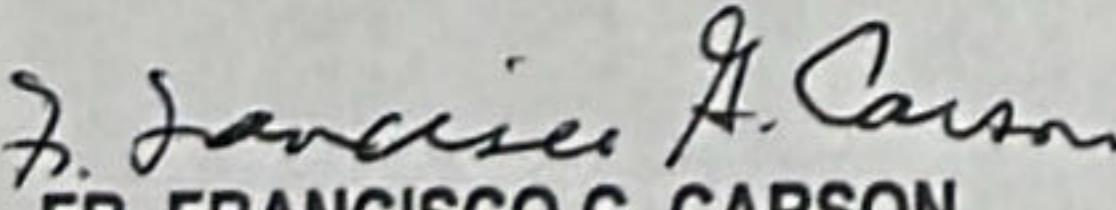
**WHEREAS**, the Board recommends the inclusion of additional beneficiaries, specifically Queen of Angels in Bocaue and the Carmelite Monastery in Guiguinto, to further support these institutions in their mission and activities.

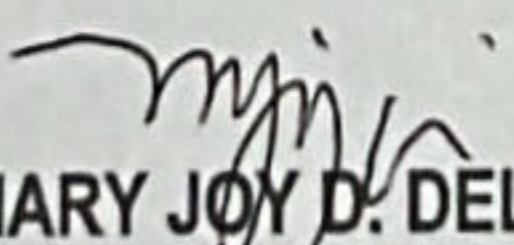
#### **Therefore let it be resolved as it is hereby resolved:**

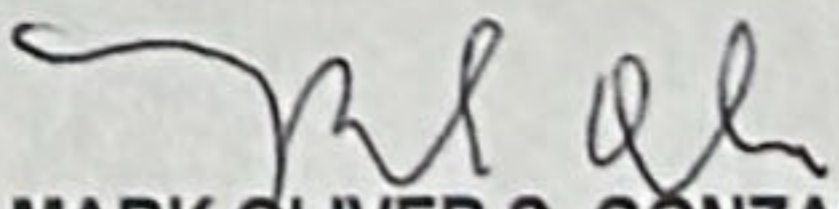
1. That, Praxis Fides MBI Board hereby approved the inclusion of Queen of Angels in Bocaue and the Carmelite Monastery in Guiguinto as additional beneficiaries of the association's Corporate Social Responsibility programs.
2. That, necessary actions be taken to implement this recommendation, ensuring that Queen of Angels in Bocaue and the Carmelite Monastery in Guiguinto are given the opportunity to benefit from the *Kawanggawa* Program.
3. That, Corporate Social Responsibility (CSR) Committee is tasked with conducting an annual review of the *Kawanggawa* Program to assess its effectiveness.
4. That, the necessary actions be taken to implement this approval, and that the CSR Committee report its findings and any recommendations for improvement to the Board on an annual basis.

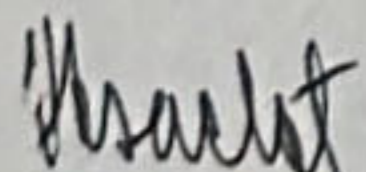
Approved this 20<sup>th</sup> day of March 2025 at Malolos City, Bulacan.

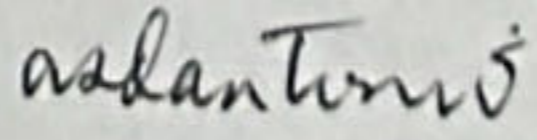
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

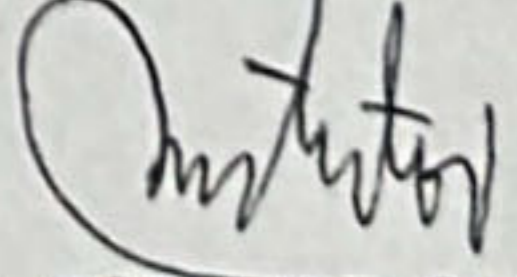
  
**FR. FRANCISCO G. CARSON**  
Trustee

  
**MARY JOY D. DEL ROSARIO**  
Trustee

  
**MARK OLIVER S. GONZALES**  
Trustee

  
**VIRGINIA B. SACLOT**  
Trustee

  
**ANGELICA SD. ANTONIO**  
Trustee

  
**MA. ESTELA T. SANTOS**  
Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-03-10 (Approved by the Board of Trustees on March 20, 2025)

### APPROVAL OF AGE LIMIT FOR THE INDEPENDENT TRUSTEES


**WHEREAS**, during the meeting held on March 20, 2025, the Board of Trustees discussed the need for an age limit for Independent Trustees, similar to the age requirement set for regular trustees;

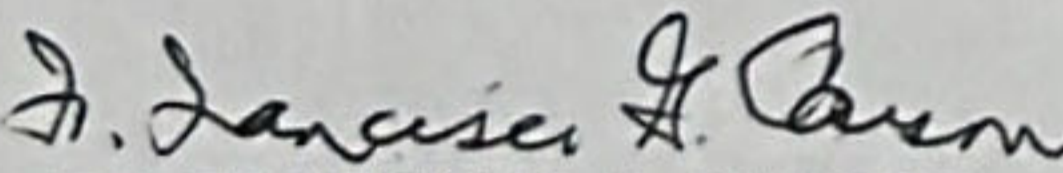
**WHEREAS**, the current age requirement for regular trustees is a maximum of 62 years, and the Board recognizes that age is a significant factor in the ability of trustees to contribute effectively to the association.

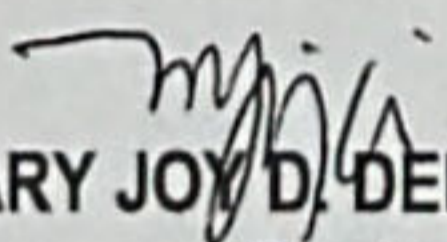
**Therefore let it be resolved as it is hereby resolved:**

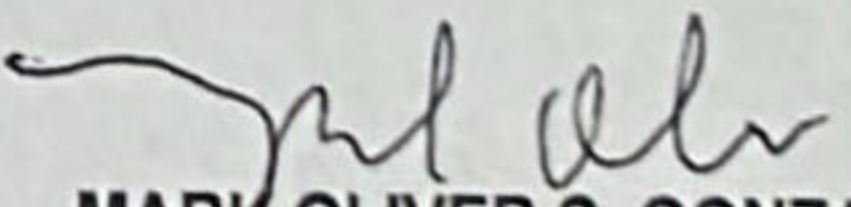
1. That, Praxis Fides MBI hereby approved the establishment of an age limit for Independent Trustees, aligning the age requirement with that of regular trustees.
2. That the necessary actions be taken to implement this recommendation, ensuring that all trustees, both regular and independent, are subject to the same age limitation.

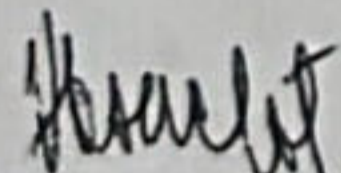
Approved this 20<sup>th</sup> day of March 2025 at Malolos City, Bulacan.

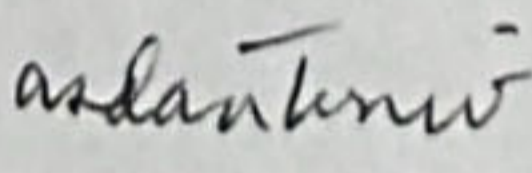
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

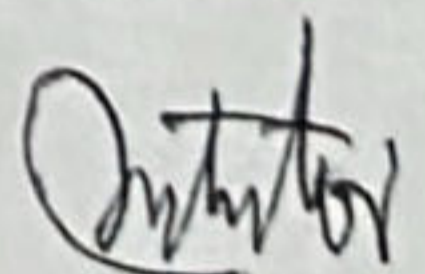
  
**FR. FRANCISCO G. CARSON**  
Trustee

  
**MARY JOY D. DEL ROSARIO**  
Trustee

  
**MARK OLIVER S. GONZALES**  
Trustee

  
**VIRGINIA B. SACLOT**  
Trustee

  
**ANGELICA SD. ANTONIO**  
Trustee

  
**MA. ESTELA T. SANTOS**  
Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-03-11 (Approved by the Board of Trustees on March 20, 2025)


### RATIFICATION OF TERM OF OFFICE FOR THE REGULAR AND INDEPENDENT TRUSTEES

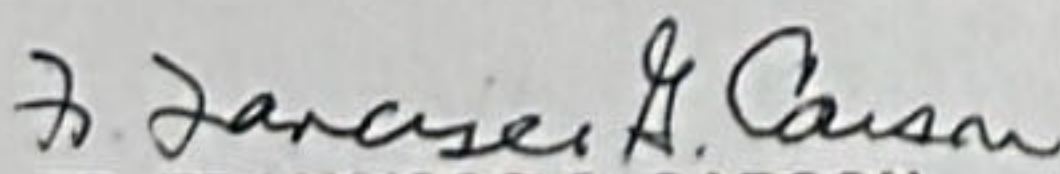
**WHEREAS**, the Praxis Fides MBI, has ratified the previous resolution on term of office of the elected Regular and Independent Board of Trustees to incorporate into the amendment of the By-laws;

**Therefore let it be resolved as it is hereby resolved:**

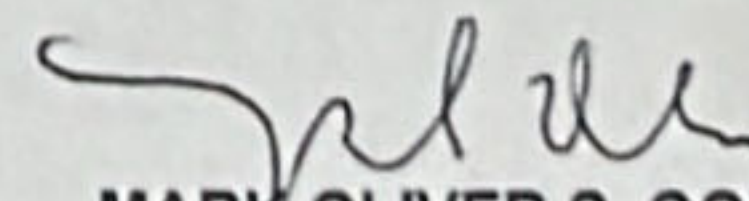
1. That, Praxis Fides MBI hereby ratified and approved the amendment to Board Resolution No. 2022-25.2;
2. That, Praxis Fides MBI hereby approved the term of office for elected Regular and Independent Trustees shall be three (3) years only, in accordance with the recommendation of the Election Committee on October 10, 2022.
3. That, Praxis Fides MBI hereby approved the incorporation of this amendment into its By-laws and has authorized the necessary actions to implement this change within the By-laws.
4. That, Praxis Fides MBI hereby approved that this resolution shall be deemed effective upon the ratification of the amendments to the By-laws by the Board of Trustees.

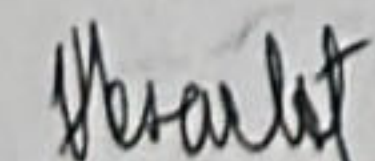
Approved this 20th day of March 2025 at Malolos City, Bulacan.

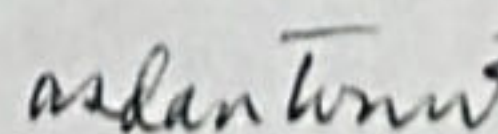
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

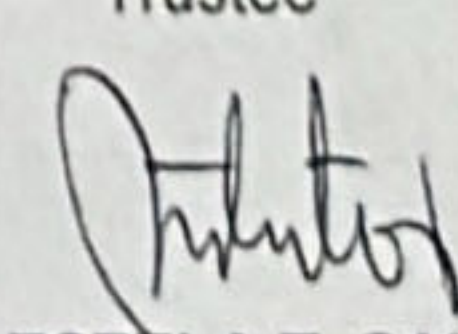
  
**FR. FRANCISCO G. CARSON**  
Trustee

  
**MARY JOY D. DEL ROSARIO**  
Trustee

  
**MARK OLIVER S. GONZALES**  
Trustee

  
**VIRGINIA B. SACLOT**  
Trustee

  
**ANGELICA SD. ANTONIO**  
Trustee

  
**MA. ESTELA T. SANTOS**  
Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-05-12 (Approved by the Board of Trustees on May 29, 2025)

### Manila Memorial Park Sold Lots for Transfer of Title 2025 (1<sup>st</sup> Batch)

WHEREAS, Praxis Fides MBAI has acquired memorial lots from Manila Memorial Park-Bulacan for sale to members and non-members of the Association;

WHEREAS, Praxis Fides MBAI authorized the transfer of ownership to the buyers upon receipt of the full payment covering the purchase price of the memorial lots;

WHEREAS, Praxis Fides MBAI authorized President Gener C. Luciano to represent the corporation and to sign all documents relative to the transfer of ownership of sold lots of Manila Memorial Park-Bulacan.

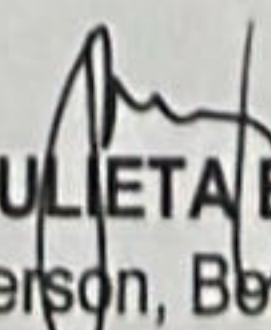
#### Therefore be it resolved as it is hereby resolved:

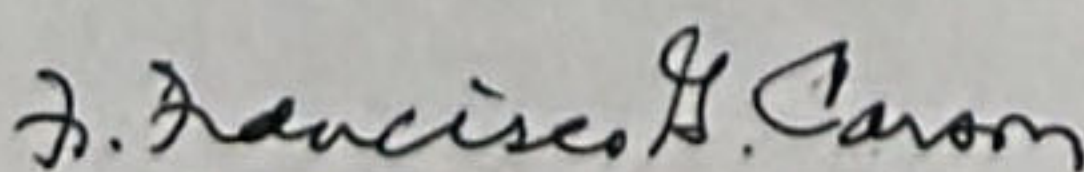
1. That Praxis Fides MBAI be authorized to transfer the ownership of the memorial lots to the fully –paid buyer(s) indicated, as follows:

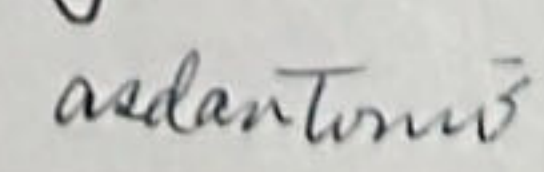
No.	Buyer	Description	Section	Block	Lot	Map No.	Contract No.
1	Gloria S. Mendoza	Lawn Lot -Regular	Emerald Acres	LO527	O	70	4018428
2	Gloria S. Mendoza	Lawn Lot -Regular	Emerald Acres	LO527	P	70	4018427
3	Mary Joy D. Del Rosario	Lawn Lot -Regular	Gentle Acres	LO162	C	37	4018389
4	Nancy Y. Torres	Lawn Lot –Regular	Emerald Acres	LO278	A	63	4018339
5	Maria Teresa P. Urog	Lawn Lot –Regular	Emerald Acres	LO534	T	70	4018490
6	Renier Marc P. Santiago	Special Premium (4 Lots)	Court of Everlasting Care	G1524	ABCD	91	4018318

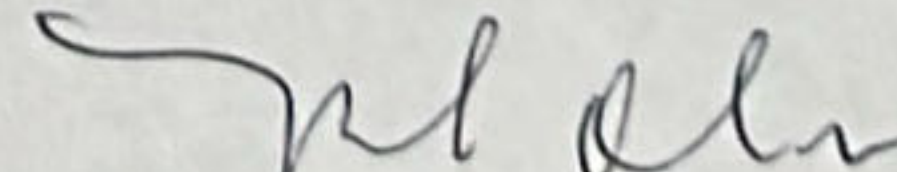
2. That President Gener C. Luciano be authorized to sign all documents relative to the transfer of ownership for fully paid memorial lot purchases.

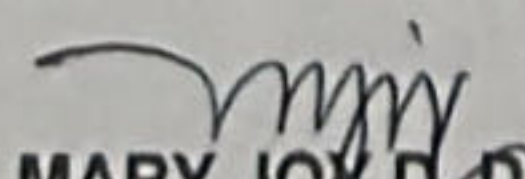
Approved this 29th day of May 2025 at Malolos City, Bulacan

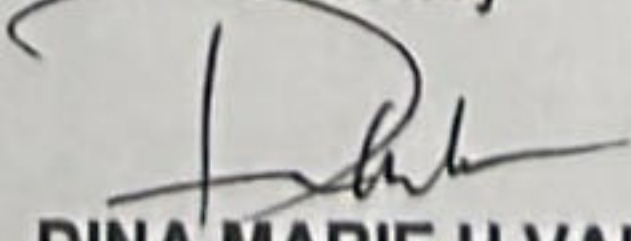
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

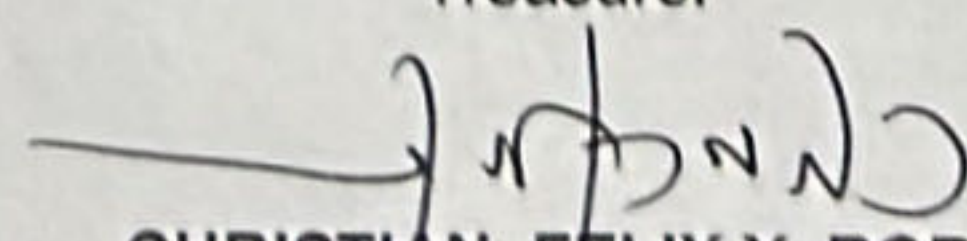
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**MARY JOY D. DEL ROSARIO**  
Auditor

  
**DINA MARIE H. VARILLA**  
Trustee

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

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Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-05-13 (Approved by the Board of Trustees on May 29, 2025)

### BOT REPRESENTATION DURING AC ASSEMBLY

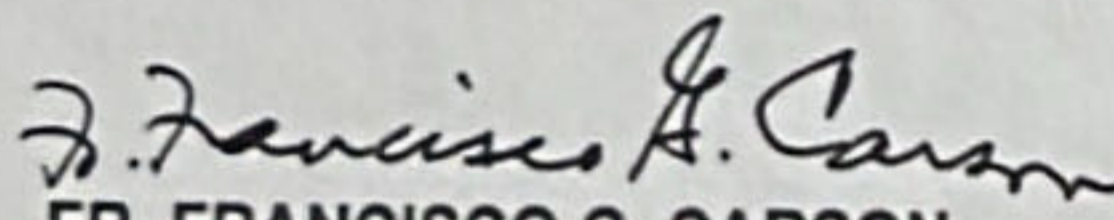
WHEREAS, the Board of Trustees designated the AC Trustee as the Official Representative of Workforce to present vital reports/updates and Board approval related to both the General Membership and the Workforce during the AC Assembly/Meeting. Coming from the Workforce, he/she will serve as the Official Trustee representative for both parties' interests;

WHEREAS, the Board of Trustees has now resolved that the trustee representing the Workforce shall serve as the official designated representative during the AC Assembly/Meeting;

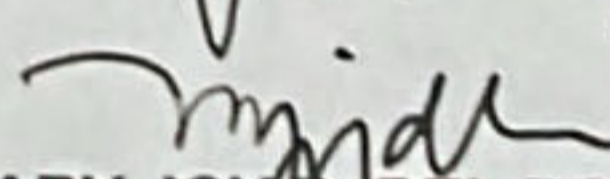
*Therefore let it be resolved as it is hereby resolved:*

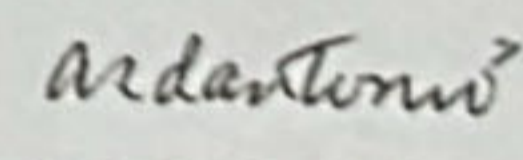
1. THAT, Praxis Fides MBI approved the Official Trustee designated as the representative of the Board of Trustees to attend and report both General Membership and Workforce matters during the AC Assembly/Meeting;
2. THAT, Praxis Fides MBI approved that the designated Official Trustee attending the AC Assembly/Meeting may gather and report to the Board any comments/suggestions, inputs, and recommendations coming from the Workforce.

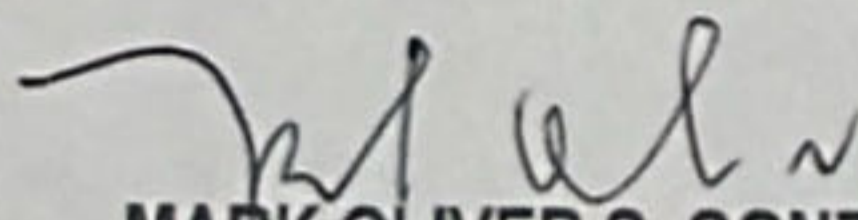
Approved this 29<sup>th</sup> day of May 2025 at Malolos City, Bulacan.

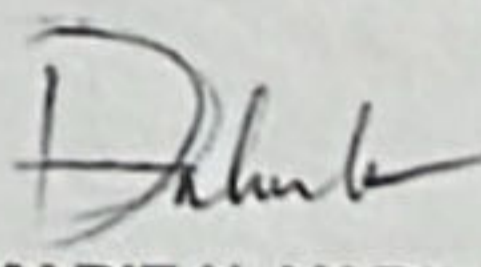
  
FR. FRANCISCO G. CARSON  
Trustee

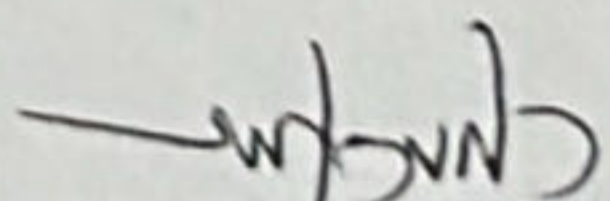
  
JULIETA B. CRUZ  
Chairperson, Board of Trustees

  
MARY JOY D. DEL ROSARIO  
Trustee

  
AGELICA S. ANTONIO  
Trustee

  
MARK OLIVER S. GONZALES  
Trustee

  
DINA MARIE H. VARILLA  
Trustee

  
CHRISTIAN FELIX Y. ROBLES  
Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-06-14 (Approved by the Board of Trustees on June 26, 2025)

### Manila Memorial Park Sold Lots for Transfer of Title 2025 (2nd Batch)

WHEREAS, Praxis Fides MBI has acquired memorial lots from Manila Memorial Park-Bulacan for sale to members and non-members of the Association;

WHEREAS, Praxis Fides MBI authorized the transfer of ownership to the buyers upon receipt of the full payment covering the purchase price of the memorial lots;

WHEREAS, Praxis Fides MBI authorized President Gener C. Luciano to represent the corporation and to sign all documents relative to the transfer of ownership of sold lots of Manila Memorial Park-Bulacan.

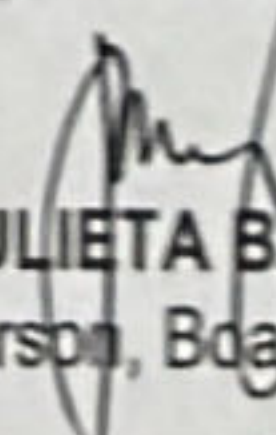
Therefore be it resolved as it is hereby resolved:

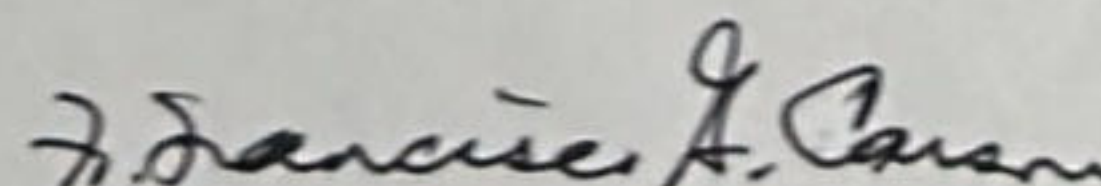
1. That Praxis Fides MBI be authorized to transfer the ownership of the memorial lots to the fully –paid buyer(s) indicated, as follows:

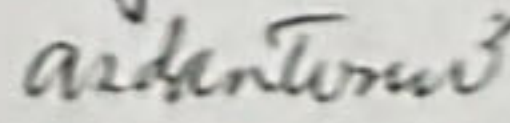
No.	Buyer	Description	Section	Block	Lot	Map No.	Contract No.
1	Arcelia V. Martin	Lawn Lot -Regular	Emerald Acres	LO528	M	70	4018393
2	Arcelia V. Martin	Lawn Lot -Regular	Emerald Acres	LO528	N	70	4018413
3	Margarita Dela Cruz	Lawn Lot -Regular	Emerlad Acres	LO553	S	70	4018455
4	Margarita Dela Cruz	Lawn Lot –Regular	Emerald Acres	LO553	T	70	4018454
5	Venancio V. Pangan	Lawn Lot - Regular	Emerald Acres	LO528	O	70	4018394
6	Rolando Lorenzo	Lawn Lot-Regular	Emerald Acres	LO571	Q	70	4018442


2. That President Gener C. Luciano be authorized to sign all documents relative to the transfer of ownership for fully paid memorial lot purchases.

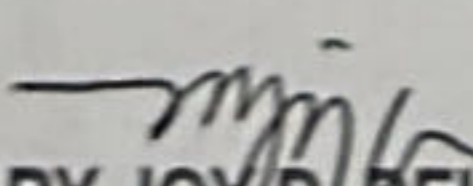
Approved this 26th day of June 2025 at Malolos City, Bulacan

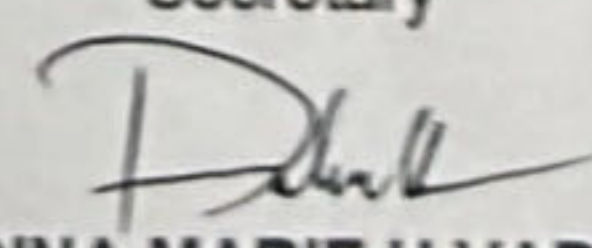
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

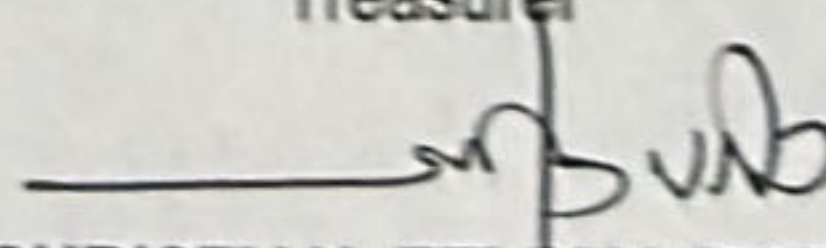
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**MARY JOY D. DEL ROSARIO**  
Auditor

  
**DINA MARIE H. VARILLA**  
Trustee

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-06-15 (Approved by the Board of Trustees on June 26, 2025)

### APPROVAL OF AMENDMENT FOR INDEPENDENT TRUSTEES' AGE LIMIT

WHEREAS, The Board of Trustees unanimously approved the amendment of Board Resolution No. 2025-03-10, affirming that age shall not be considered a limiting factor for individuals seeking to run as Independent Trustees.

WHEREAS, during the 2025 Annual General Meeting and upon review by the Election Committee, the aforementioned resolution was not approved by the General Membership;

WHEREAS, Election Committee expressed that age should not disqualify an individual from serving, provided that the candidate is physically, emotionally, and mentally capable of carrying out the responsibilities of an Independent Trustee;

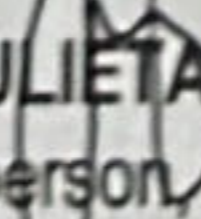
WHEREAS, the Board of Trustees recognizes that the Election Committee shall be responsible for screening and selecting qualified candidates, and the selection of Independent Trustees shall emphasize the values of compassion and empathy toward the mission and members of Praxis Fides MBI;

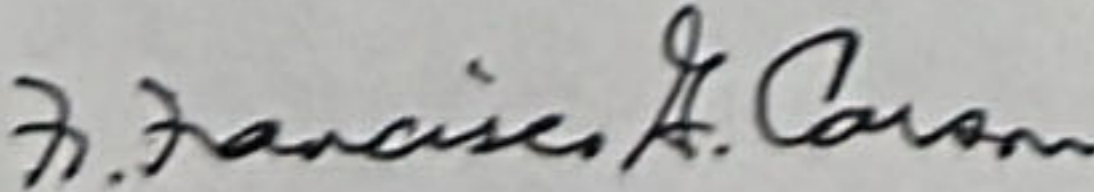
#### *Therefore be it resolved as it is hereby resolved:*

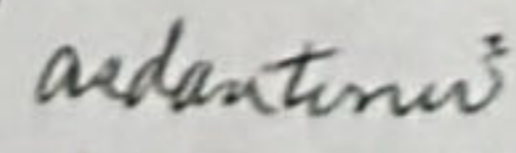
That, Praxis Fides MBI hereby resolved the amendment of Board Resolution No. 2025-03-10, to amend that:

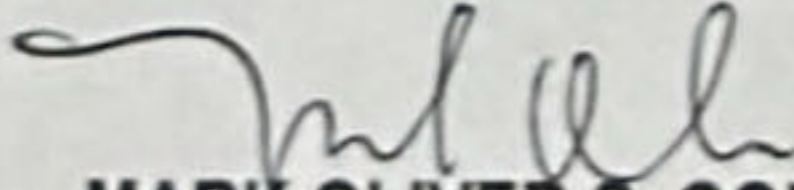
1. That Praxis Fides MBI, hereby resolved that age shall not be considered a limiting factor for individuals seeking to run as Independent Trustees in the upcoming Annual General Meeting (AGM) and in all future elections,
2. That Praxis Fides MBI, hereby resolved that the Election Committee shall thoroughly evaluate all qualifications of candidates for Independent Trustee, ensuring that candidates are physically, emotionally, and mentally fit to fulfill the duties and responsibilities of a member of the Board of Trustees, subject to the evaluation and endorsement of the Election Committee.

Approved this 26th day of June 2025 at Malolos City, Bulacan

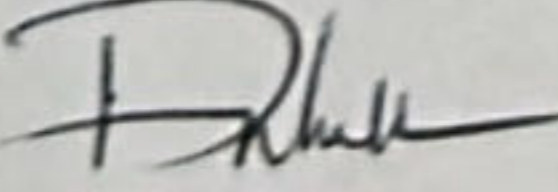
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

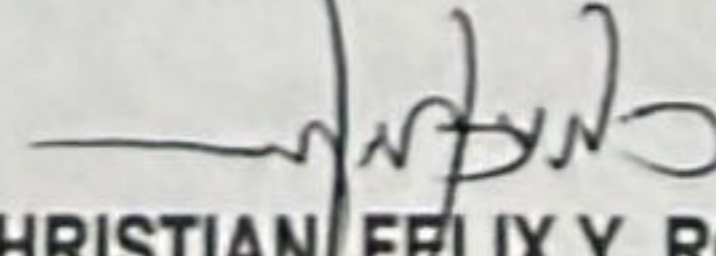
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**MARY JOY D. DEL ROSARIO**  
Auditor

  
**DINA MARIE H. VARILLA**  
Trustee

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

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## BOARD RESOLUTION NO. 2025-06-16 (Approved by the Board of Trustees on June 26, 2025)

### APPROVAL OF MONTHLY MEMBERSHIP AUDIT REPORT

WHEREAS, the Board Risk Oversight Committee (BROC) recommended the inclusion of Membership Audit as a regular function under the scope of the Internal Auditor and or Chief Audit Executive (CAE), to enhance monitoring and ensure the integrity of membership data;

WHEREAS, to mitigate these risks and strengthen internal controls, the BROC recommended the implementation of a regular monthly membership audit, to ensure proper oversight and timely corrective action;

WHEREAS, the Audit Committee shall be assigned the responsibility of conducting and supervising the Monthly Membership Audits, with the objective of ensuring consistency, accuracy, and compliance in the Association's membership database;

WHEREAS, the Board of Trustees recognizes the importance of maintaining accurate and compliant membership records, and supports the initiative to include membership audit as a recurring internal audit task.

#### **Therefore be it resolved as it is hereby resolved:**

1. That Praxis Fides MBI, hereby resolved to conduct a Monthly Membership Audit, which shall cover, but not be limited to, the following areas:

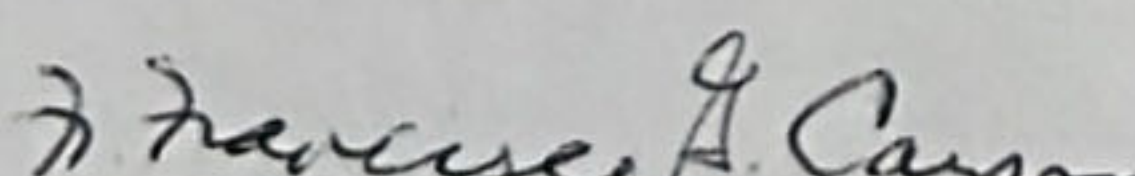
- Identification of multiple memberships under the same individual;
- Verification of insurance coverage limits:
  - Minor members: maximum of Php 10,000.00
  - Legal age members: maximum of Php 200,000.00
- Review of completeness of documentation and required supporting attachments;
- Review of accuracy of member information;
- Other related matters affecting the accuracy, integrity, and compliance of membership records.

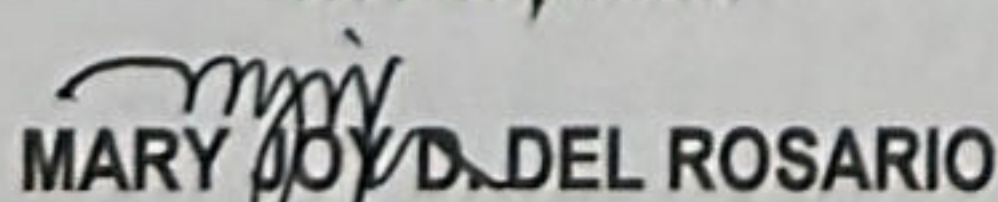
2. That Praxis Fides MBI, hereby resolved that the Audit Committee shall submit periodic reports to the President and to the Audit Committee to initiate appropriate actions to resolve any findings or discrepancies.

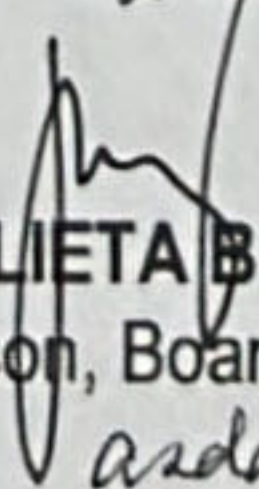
3. That Praxis Fides MBI, hereby resolved that any membership-related incident that may arise and be found to have been overlooked or unreported by the Internal Auditor and/or Chief Audit Executive, the officer shall be subject to appropriate action as determined by the Management.

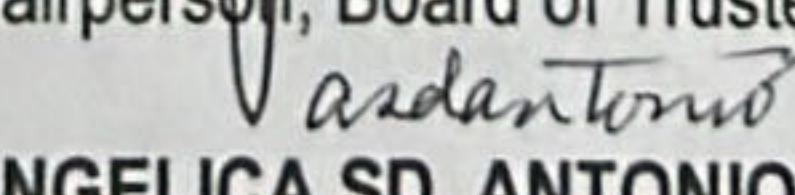
4. That Praxis Fides MBI, finally resolved, that this resolution shall take effect immediately upon approval by the Board of Trustees.

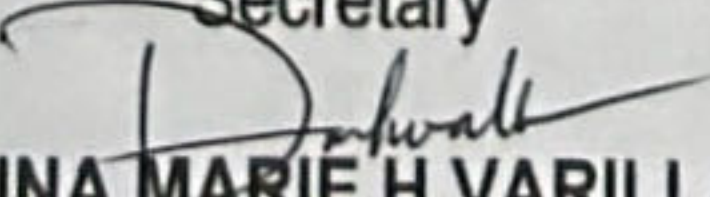
Approved this 26th day of June 2025 at Malolos City, Bulacan

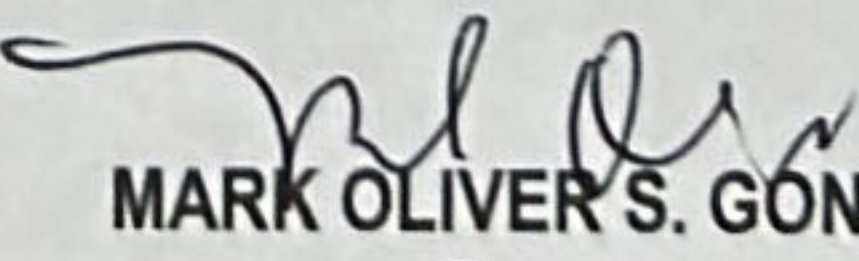
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman


  
**MARY JOY D. DEL ROSARIO**  
Auditor

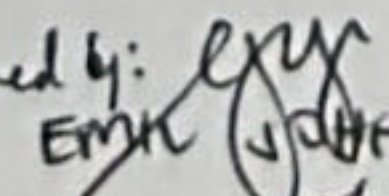
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

  
**ANGELICA SD. ANTONIO**  
Secretary

  
**DINA MARIE H. VARILLA**  
Trustee

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee

Received by:   
Ernie [Signature] [Signature]  
[Signature]



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-06-17 (Approved by the Board of Trustees on June 26, 2025)

### APPROVAL OF MONTHLY AUDIT OF SERVICE INVOICE

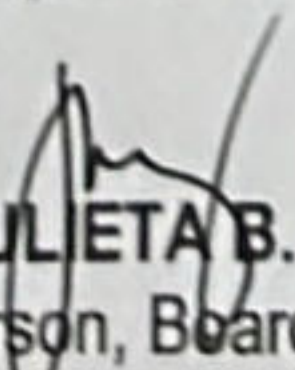
WHEREAS, the Board Risk Oversight Committee (BROC) recommended the inclusion of Service Invoice Audit as a regular function under the scope of the Internal Auditor and or Chief Audit Executive (CAE), recognizing that regular audits will help address risks such as: unauthorized alterations, unremitted collections, financial discrepancies and other potential irregularities to enhance monitoring and ensure the integrity of Sales Invoice data;

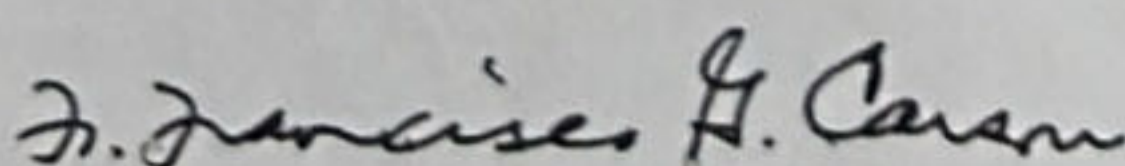
WHEREAS, the Audit Committee shall be assigned the responsibility to implement, oversee, and ensure consistent monitoring, with timely corrective actions as necessary;

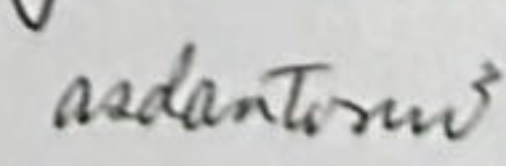
#### Therefore be it resolved as it is hereby resolved:

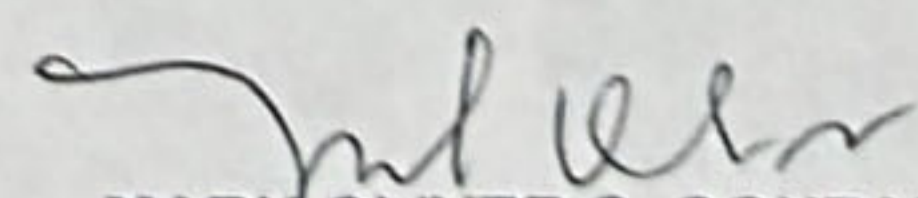
1. That Praxis Fides MBAI, hereby resolved to conduct a Monthly Service Invoice Audit, which shall include but not be limited to the following:
  - Alterations and handwritten markings using original ink on the duplicate and triplicate copies
  - Any form of corrections or erasures;
  - Correctness of amount collected versus Abstract, Deposit Slip duplicate, Service Invoice, member Name, Mem No. and Amount in Words
  - Late remittance of AR/AC;
  - Unremitted collection of the AR/ of AC and;
  - Other related matters affecting the accuracy of the Service Invoice.
2. That Praxis Fides MBAI, hereby resolved that these audits shall be aimed at strengthening internal controls, ensuring accountability, and upholding the financial integrity of the Association.
3. That Praxis Fides MBAI, hereby resolved the accountability of the Internal Auditor and/or Chief Audit Executive in the conduct of Service Invoice audits; and in the event that any invoice-related incident is found to have been overlooked, unreported, or negligently handled under their scope of responsibility, the officer shall be subject to appropriate action as determined by the Management.
4. That Praxis Fides MBAI, finally resolved, that this resolution shall take effect immediately upon approval by the Board of Trustees.

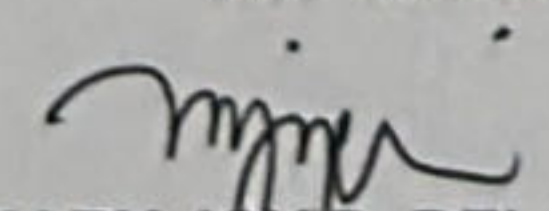
Approved this 26th day of June 2025 at Malolos City, Bulacan

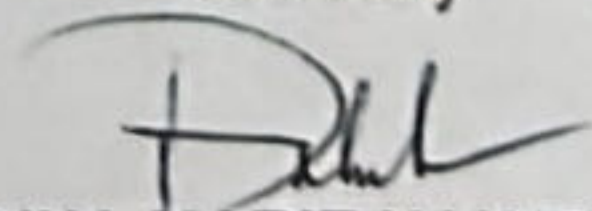
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

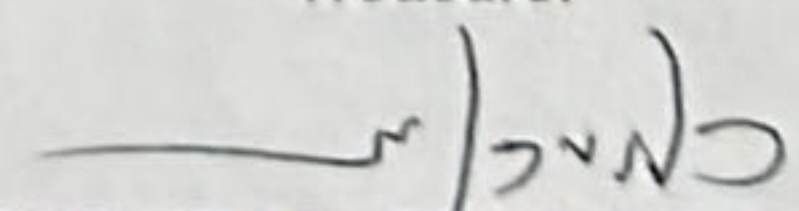
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

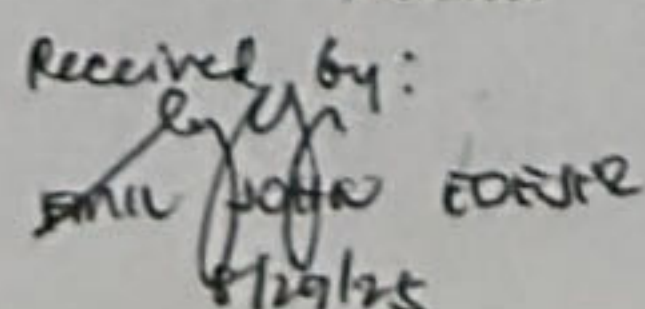
  
**ANGELICA SD. ANTONIO**  
Secretary

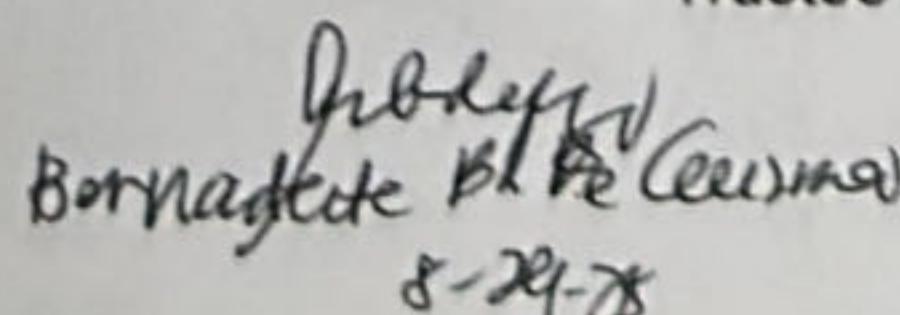
  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**MARY JOYD. DEL ROSARIO**  
Auditor

  
**DINA MARIE H. VARILLA**  
Trustee

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee

Received by:  
  
Borhagete B. P. Ceisma  
8-29-25

  
Borhagete B. P. Ceisma  
8-29-25



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Calmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-06-18 (Approved by the Board of Trustees on June 26, 2025)

### APPROVAL OF CANCELLATION OF ALTERED SERVICE INVOICE

WHEREAS, the Board of Trustees recognizes the importance of implementing preventive measures to ensure transparency and accountability in financial documentation;

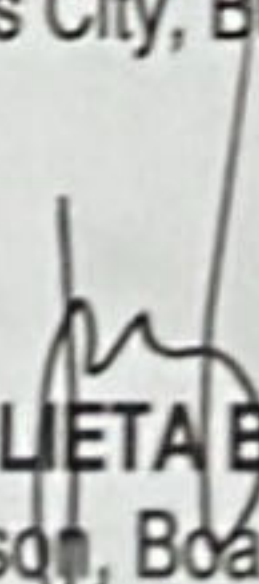
WHEREAS, Trustee Del Rosario, Chairperson of the Audit Committee, recommended the adoption of a control policy to mitigate risks associated with Unremitted Collections (URC);

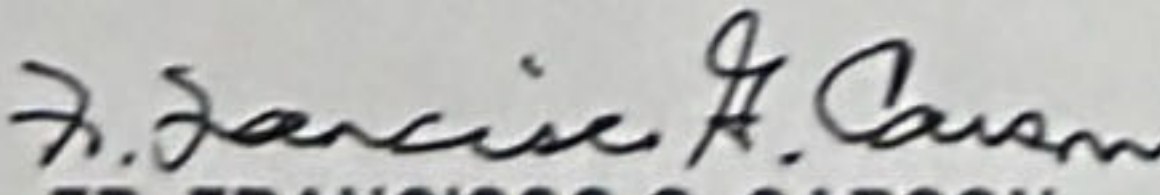
WHEREAS, it was proposed that any alterations, erasures, or handwritten markings using original ink on the duplicate and triplicate copies and other related issues of Service Invoice shall not be recognized as valid;

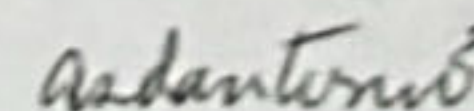
**Therefore be it resolved as it is hereby resolved:**

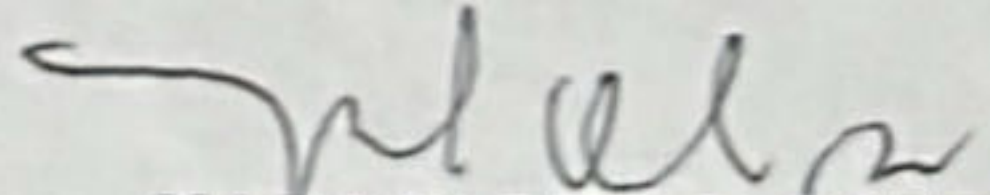
1. That Praxis Fides MBI, hereby resolved the Audit Committee's recommendation to implement the said preventive measure;
2. That Praxis Fides MBI, hereby resolved that any alterations, erasures, or handwritten markings using original ink on duplicate and triplicate copies and other related issues of Service Invoice shall be considered invalid and shall not be accepted for official or accounting purposes;
3. That Praxis Fides MBI, hereby resolved that the management shall ensure strict compliance with this policy and that the Internal Auditor shall monitor its implementation and report any deviations to the Audit Committee.
4. That Praxis Fides MBI, finally resolved, that this resolution shall take effect immediately upon approval by the Board of Trustees.

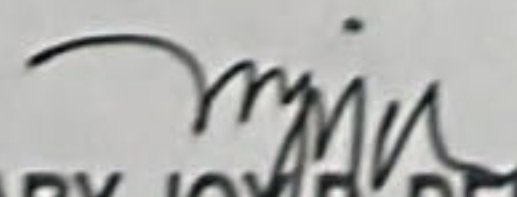
Approved this 26th day of June 2025 at Malolos City, Bulacan

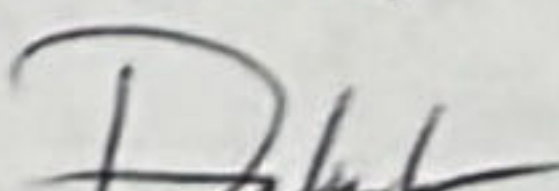
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

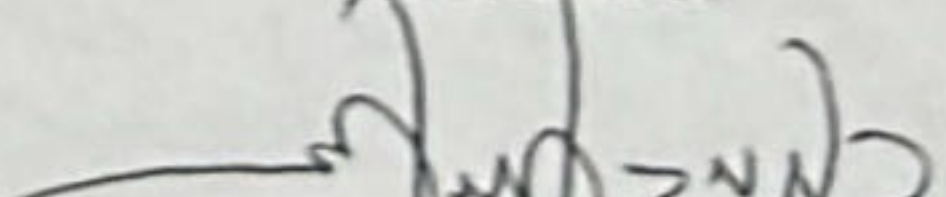
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
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Independent Trustee



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Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-06-19 (Approved by the Board of Trustees on June 26, 2025)

### APPROVAL OF RESOLUTION REQUIRING TRUSTEE ROBLES TO INHIBIT FROM ANY INSURANCE MATTERS

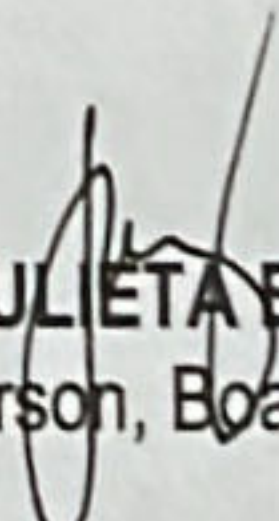
WHEREAS, Trustee Robles has a known background and current affiliation with an insurance company;

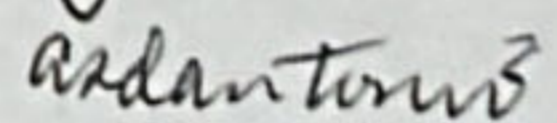
WHEREAS, the Board of Trustees recommended the preparation of a formal directive to ensure transparency and the avoidance of any actual or perceived conflict of interest.

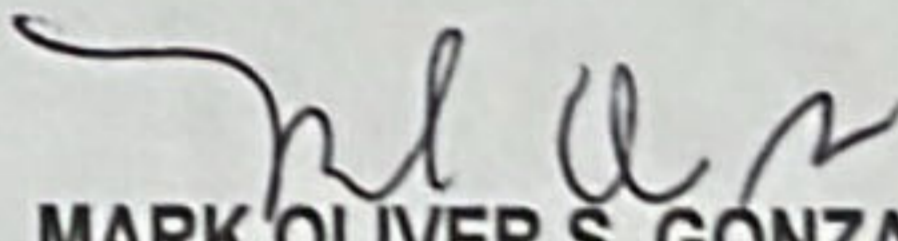
**Therefore be it resolved as it is hereby resolved:**

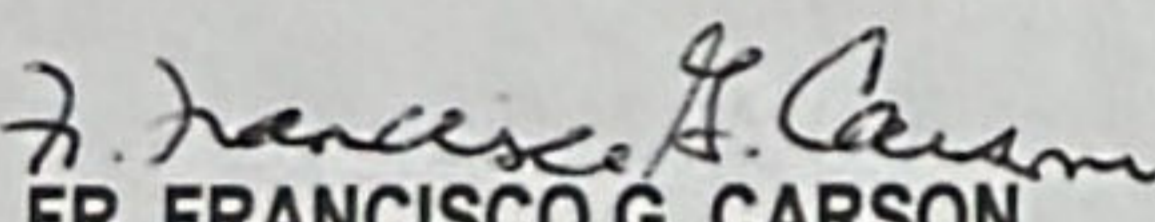
1. That Praxis Fides MFAI, hereby directs Trustee Robles to inhibit from participating, voting, or taking part in any resolutions, decisions involving insurance products or any insurance-related matters that may come before the Board or any of its Committees;
2. That Praxis Fides MFAI, hereby resolved that this measure is intended to uphold the principles of good governance, integrity, and impartiality in all actions of the Board of Trustees.

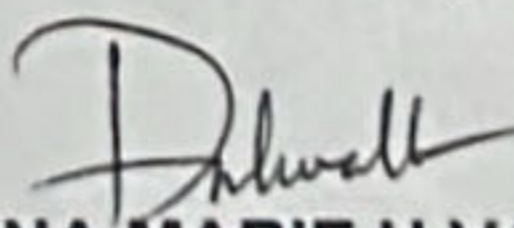
Approved this 26th day of June 2025 at Malolos City, Bulacan

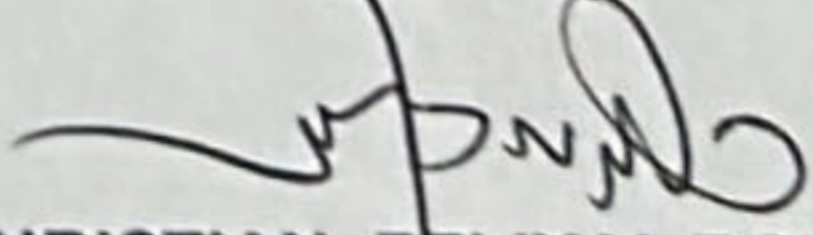
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

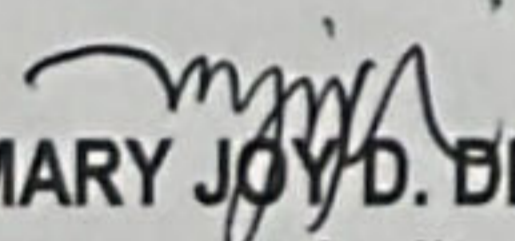
  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**DINA MARIE H. VARILLA**  
Trustee

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee

  
**MARY JOY D. DEL ROSARIO**  
Auditor



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-06-20 (Approved by the Board of Trustees on June 26, 2025)

### APPROVAL OF HIRING OF DEPUTY GENERAL MANAGER

WHEREAS, to ensure the continuity, sustainability, and operational efficiency of the Association, the Board of Trustees recognizes the need to strengthen its executive leadership structure;

WHEREAS, in line with the inevitable retirement of President Gener Luciano, the Board finds it necessary to proactively support executive succession planning and leadership transition;

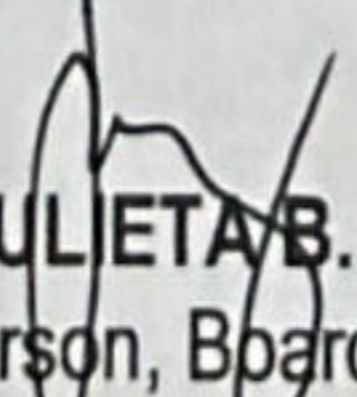
WHEREAS, upon the recommendation of Chairperson Cruz, and with the unanimous approval of the Board of Trustees, it is deemed necessary to commence the engagement process for the following key position:

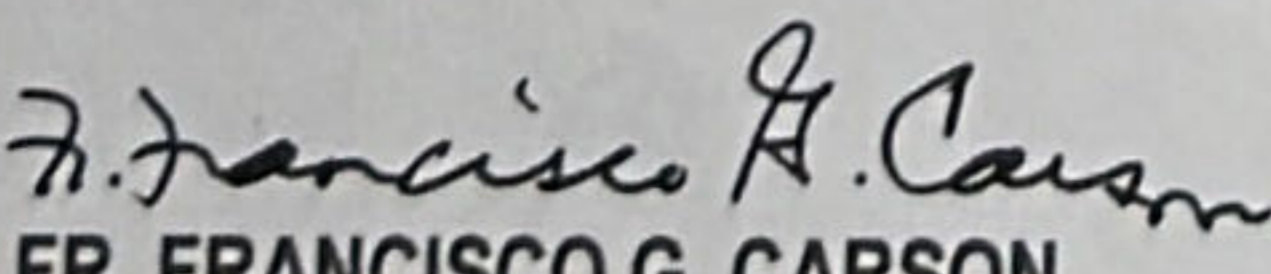
- The hiring of one (1) Deputy General Manager (DGM) is hereby approved to support executive management functions, provide operational leadership, and enhance succession planning within the Association;

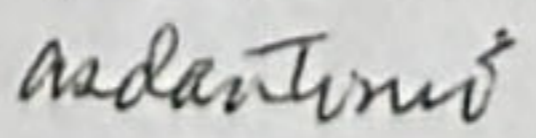
#### *Therefore be it resolved as it is hereby resolved:*

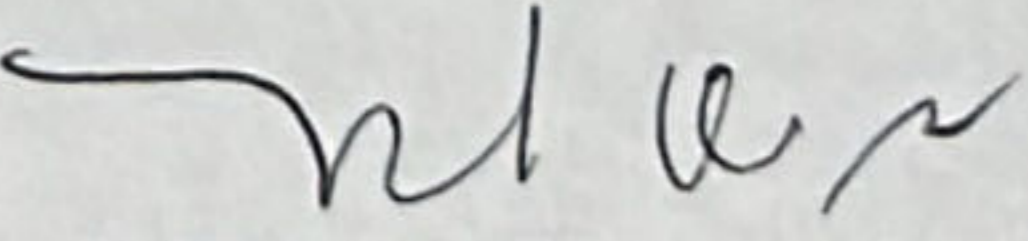
1. That Praxis Fides MBI, hereby resolved the hiring process shall be completed not later than December 2025 to ensure timely onboarding and strategic alignment with association's goals;
2. That Praxis Fides MBI, hereby resolved that the Administrative Department shall prepare the corresponding terms of engagement or employment contract, subject to review and approval by the Board of Trustees;
3. That Praxis Fides MBI, hereby resolved that the officers of the Association are hereby authorized to take the necessary actions to implement this resolution;
4. That Praxis Fides MBI, hereby resolved finally, that this resolution shall take effect immediately upon approval by the Board of Trustees.

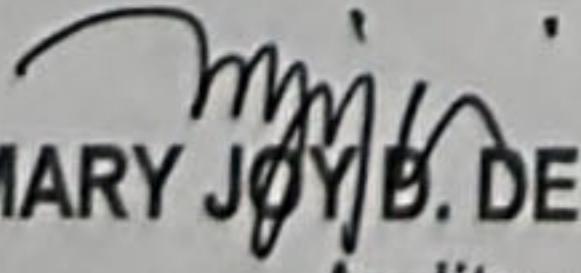
Approved this 26th day of June 2025 at Malolos City, Bulacan

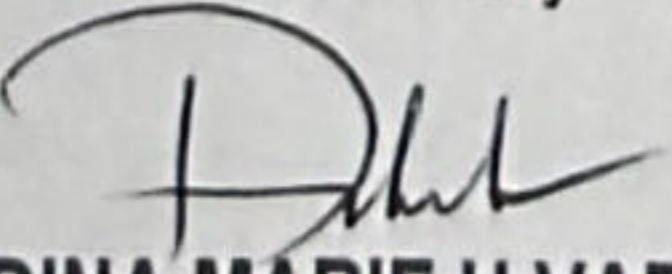
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

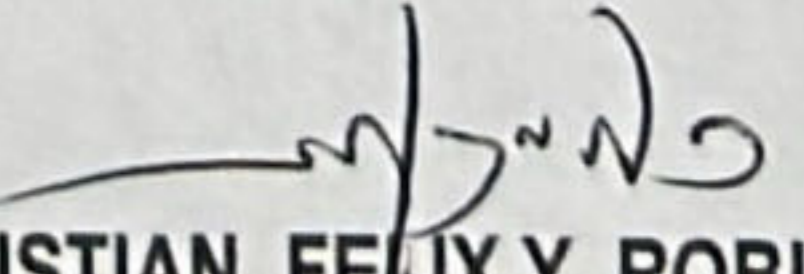
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**MARY JOY B. DEL ROSARIO**  
Auditor

  
**DINA MARIE H. VARILLA**  
Trustee

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-06-21 (Approved by the Board of Trustees on June 26, 2025)

### APPROVAL OF OFFERED POSITION TO PRESIDENT GENER C. LUCIANO AS MANAGING CONSULTANT (POST-RETIREMENT)

WHEREAS, in view of the need to ensure leadership continuity and association's sustainability, the Board of Trustees recognizes the importance of engaging key individuals whose experience and institutional knowledge can support the Association during the transition period;

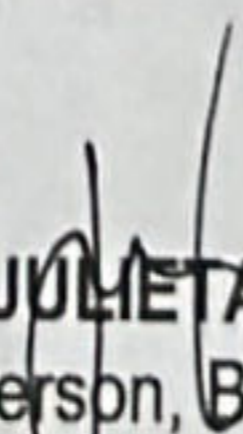
WHEREAS, upon the recommendation of Chairperson Cruz, and with the unanimous approval of the Board of Trustees, it is deemed necessary to offer position to President Gener Luciano as Managing Consultant (Post-Retirement);

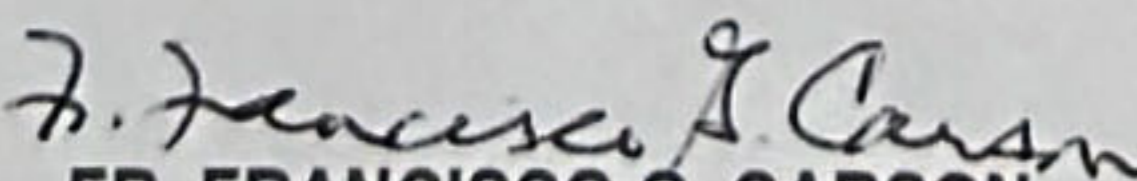
WHEREAS, this appointment is made in recognition of President Luciano's extensive leadership experience and deep understanding of the Association's operations, which will continue to provide strategic guidance and stability to the association;

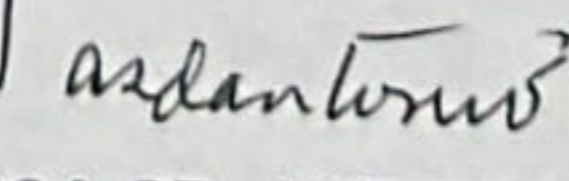
#### ***Therefore be it resolved as it is hereby resolved:***

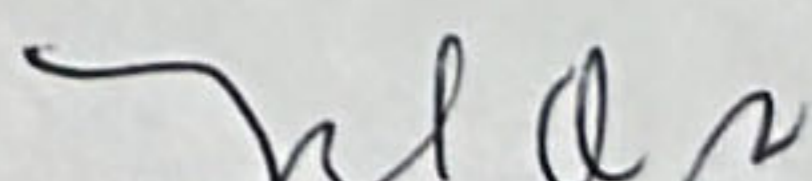
1. That Praxis Fides MBAI, hereby resolved the engagement of President Gener Luciano as Managing Consultant, effective upon his retirement, under terms and conditions to be defined by the Board.
2. That Praxis Fides MBAI, hereby resolved that the contract of engagement shall be prepared by the Administration Services and Support Division, and shall be subject to review by the Board of Trustees and may be renewed based on the needs of the Association and the performance of the engagement;
2. That Praxis Fides MBAI, hereby resolved that the proper officers of the Association are hereby authorized to process and execute all necessary documents in relation to this engagement;
3. That Praxis Fides MBAI, hereby resolved that this resolution shall take effect upon the official retirement of President Gener Luciano.

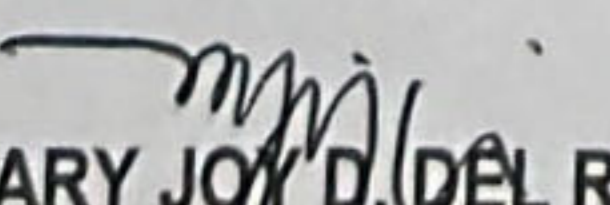
Approved this 26th day of June 2025 at Malolos City, Bulacan

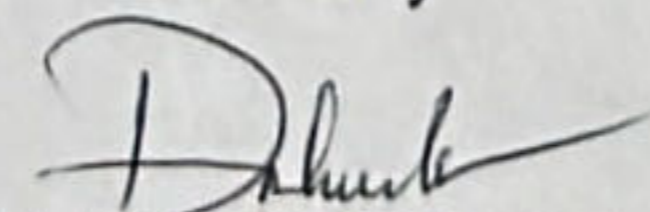
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

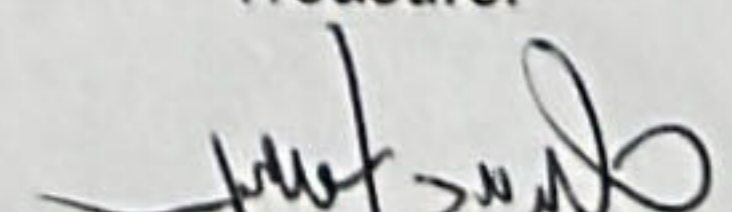
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**MARY JOY D. DEL ROSARIO**  
Auditor

  
**DINA MARIE H. VARILLA**  
Trustee

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-06-22 (Approved by the Board of Trustees on June 26, 2025)

### APPROVAL OF OFFERED POSITION TO MS. ROSANNA S. JOSE AS INVESTMENT CONSULTANT (POST-RETIREMENT)

WHEREAS, to ensure the continuity, sustainability, and strategic financial management of the Association, the Board of Trustees acknowledges the importance of retaining the expertise of individuals with proven leadership and specialized knowledge in key operational areas;

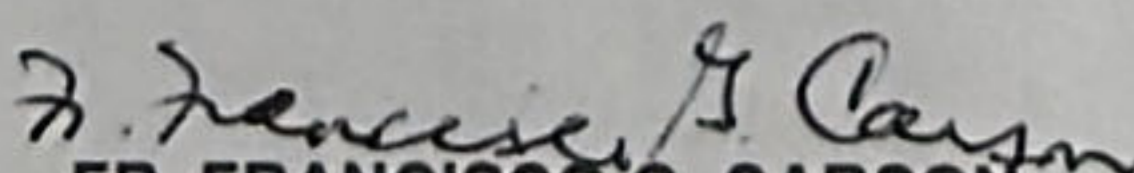
WHEREAS, the Board of Trustees highly recommends Ms. Rosanna Jose for offered position as Investment Consultant (Post-Retirement), in recognition of her outstanding contribution and long-standing commitment to the Association's investment portfolio, which has significantly supported its financial growth and stability;

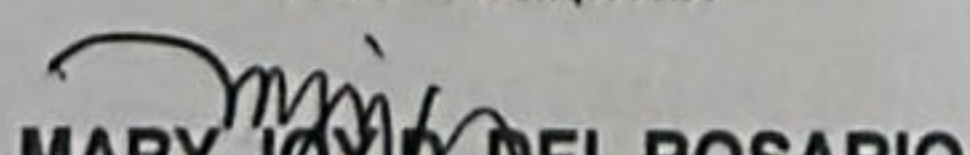
WHEREAS, upon the recommendation of Chairperson Cruz, and with the unanimous approval of the Board of Trustees, it is resolved to formally appoint Ms. Rosanna Jose to continue her advisory role in the area of investment.

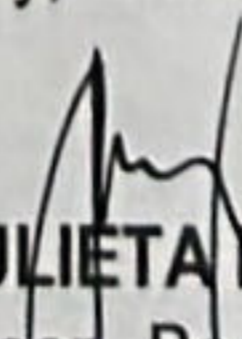
#### ***Therefore be it resolved as it is hereby resolved:***

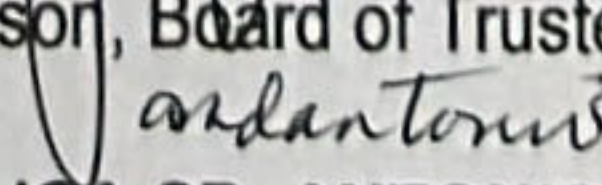
1. That Praxis Fides MBI, hereby resolved that Ms. Rosanna S. Jose as Investment Consultant effective upon her official retirement.
2. That Praxis Fides MBI, hereby resolved that the contract of engagement shall be prepared by the Administrative and Support Services Division, and shall be subject to review by the Board of Trustees and may be renewed based on the needs of the Association and the performance of the engagement;
3. That Praxis Fides MBI, hereby resolved that the contract shall be renewable, and the Board shall conduct an annual review of her accomplishments and performance, including the evaluation of the engagement's effectiveness and the decision on contract renewal.
4. That Praxis Fides MBI, hereby resolved that the officers of the Association are hereby authorized to execute all necessary documents and take appropriate actions in relation to the implementation of this resolution;
5. That Praxis Fides MBI, hereby resolved that this resolution shall take effect upon the official retirement of Ms. Rosanna S. Jose on September 2025.

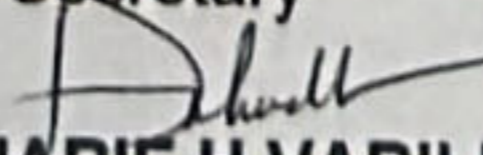
Approved this 26th day of June 2025 at Malolos City, Bulacan

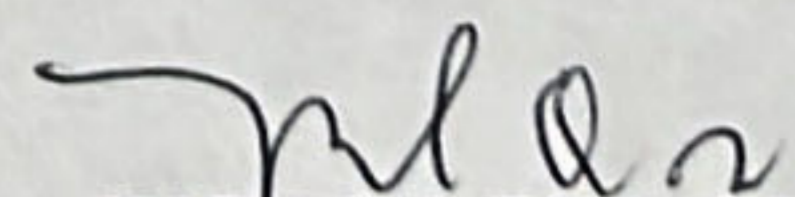
  
FR. FRANCISCO G. CARSON  
Vice Chairman

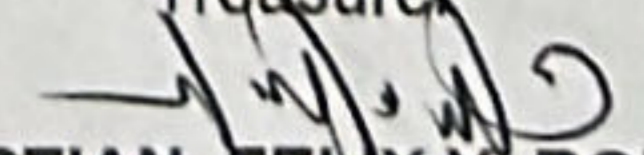
  
MARY JOY D. DEL ROSARIO  
Auditor

  
JULIETA B. CRUZ  
Chairperson, Board of Trustees

  
ANGELICA SD. ANTONIO  
Secretary

  
DINA MARIE H. VARILLA  
Trustee

  
MARK OLIVER S. GONZALES  
Treasurer

  
CHRISTIAN FELIX Y. ROBLES  
Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-07-23 (Approved by the Board of Trustees on July 30, 2025)

### APPROVAL OF THE TREATMENT OF LONG OVERDUE OF BANK FLOATING AMOUNT

WHEREAS, the Association has accumulated long outstanding bank floating balances amounting to One Million One Hundred Sixty-Three Thousand One Hundred Thirty-Two Pesos and 59/100 (P 1,163,132.59) dating back from 2016 to 2022, which remain unreconciled and unresolved despite repeated efforts to trace and validate the entries;

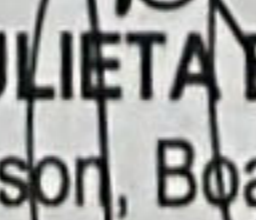
WHEREAS, the continued presence of these unreconciled amounts in the books results in the overstatement of liabilities and affects the fair presentation of the Association's financial position;

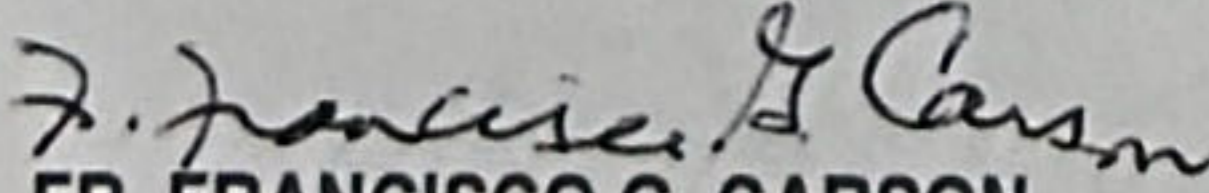
WHEREAS, the Board Risk Oversight Committee (BROC), after due review and evaluation, has recommended that the unreconciled floating amounts be reclassified and recognized as other income of the Association, given the absence of supporting documents or valid claims over the years;

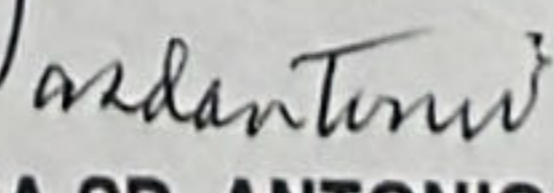
#### ***Therefore be it resolved as it is hereby resolved:***

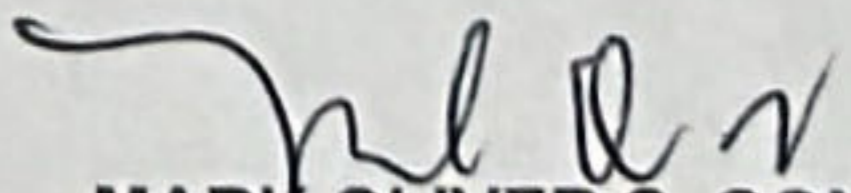
1. That the Board of Trustees, hereby approve the reclassification of the long overdue bank floating amount of P 1,163,132.59 as Other Income, in accordance with the recommendation of the Board Risk Oversight Committee;
2. That the Comptrollership Division is directed to ensure that the proper accounting treatment and necessary disclosures are made in the books of accounts and financial statements in line with applicable accounting standards and policies;
3. That in the event valid and verifiable claims are received in the future with respect to any portion of the reclassified amount, appropriate journal entries and adjustments shall be made to correct the income recognition and reflect the legitimate transaction.

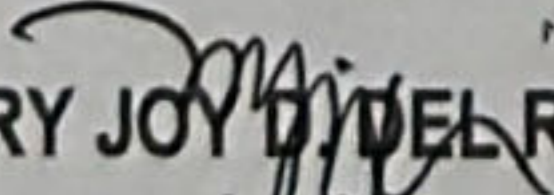
Approved this 30th day of July 2025 at Malolos City, Bulacan

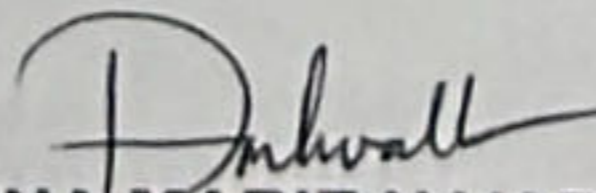
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

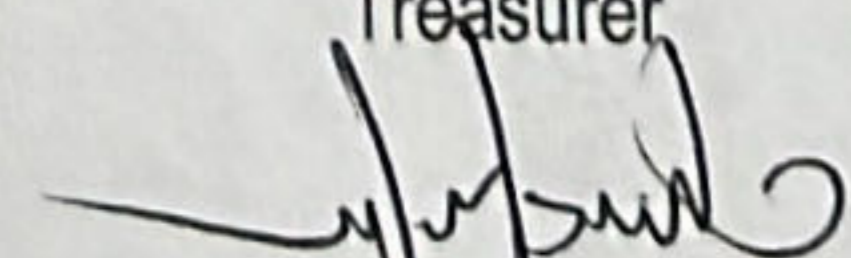
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
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Auditor

  
**DINA MARIE H. VARILLA**  
Trustee

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025 -07-24 (Approved by the Board of Trustees on July 30, 2025)

### APPROVAL OF CORPORATE SOCIAL RESPONSIBILITY- KAALAMAN PROGRAM 2025

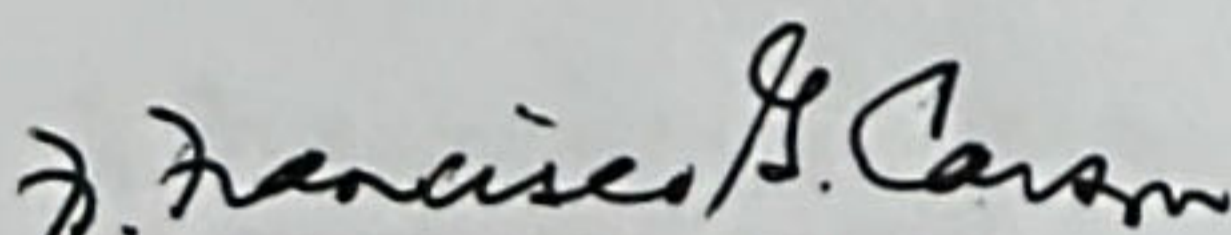
WHEREAS, Praxis Fides MBI, through its Corporate Social Responsibility (CSR) Committee under the Kaalaman Program, offers a Partial Scholarship Package aimed at providing financial assistance to deserving dependents of Area Representatives. This package covers transportation, meals, and communication allowances for the students.

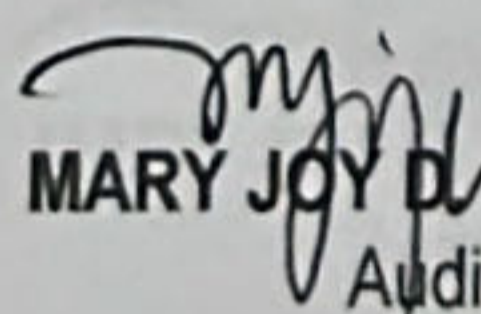
WHEREAS, the face-to-face interviews for this year's applicants were conducted, and one (1) applicant was identified as deserving recipient of the partial scholarship grant.

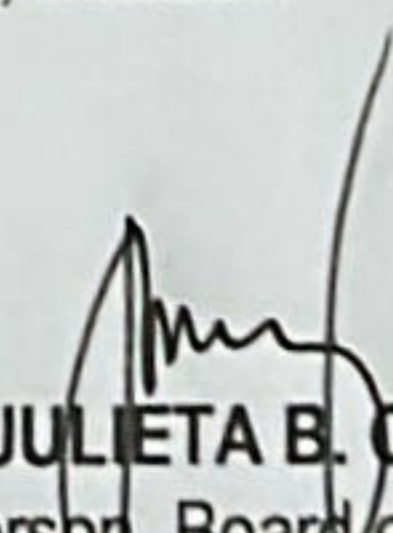
Therefore let it be resolved as it is hereby resolved:

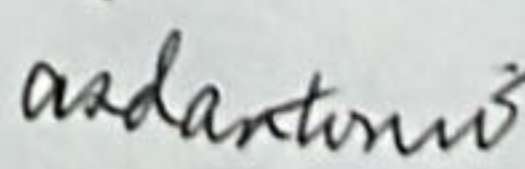
1. That, Praxis Fides MBI approved the one (1) College Student namely:
  - Ryulei Gabriel M. Dela Cruz (BAL) a continuing student, pursuing a Bachelor of Science in Accountancy at Bulacan State Bulacan;
2. That, Praxis Fides MBI approved that this one (1) student will get a monthly scholarship allowance for one (1) semester and continue thereafter, subject to compliance with certain grade requirements.

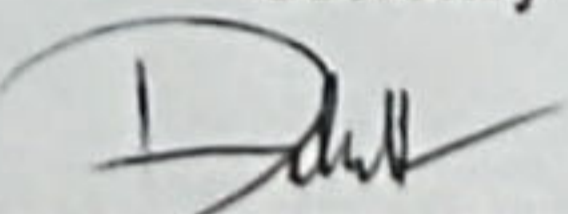
Approved this 30th day of July 2025 at Malolos City, Bulacan.

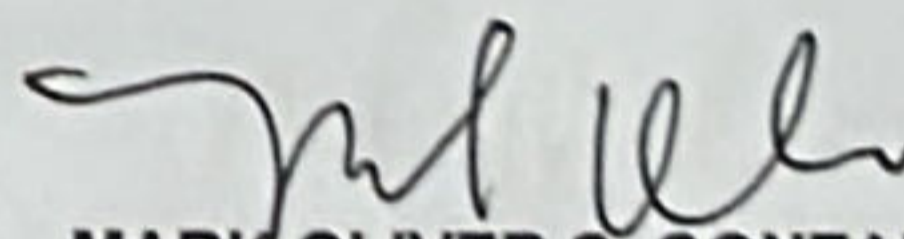
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

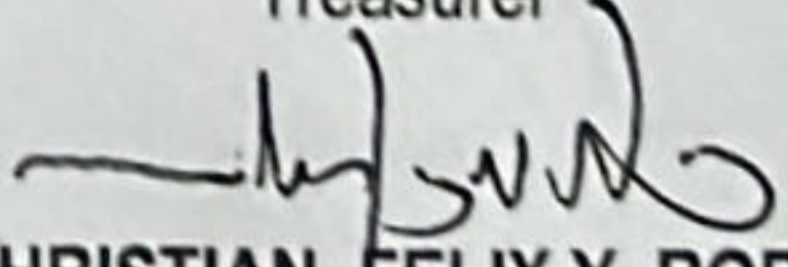
  
**MARY JOY D. DEL ROSARIO**  
Auditor

  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

  
**ANGELICA SD. ANTONIO**  
Secretary

  
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Treasurer

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee



**PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.**  
35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

**BOARD RESOLUTION NO. 2025-08-25**  
**(Approved by the Board of Trustees on August 28, 2025)**

**APPROVAL OF THE CLOSURE OF THE EXISTING BDO ACCOUNT IN JP RIZAL BALIUAG BRANCH AND  
OPENING OF A NEW BDO ACCOUNT AT THE SAME BRANCH**

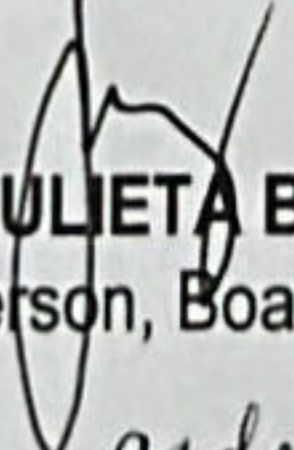
**WHEREAS**, the Board of Trustees has observed that the BDO account in JP Rizal Baliuag has experienced significantly higher floating amounts, impacting on efficient monitoring and reconciliation of transactions.

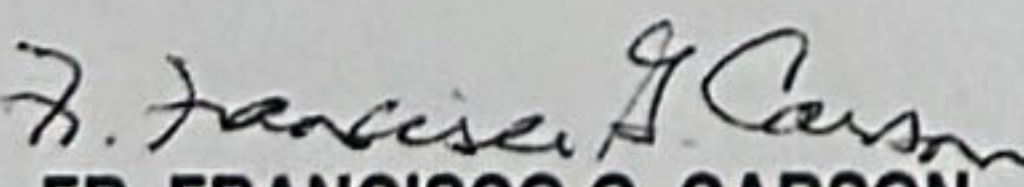
**WHEREAS**, to address this issue, it is deemed necessary to close the existing account and open a new account dedicated exclusively for San Rafael Area transactions.

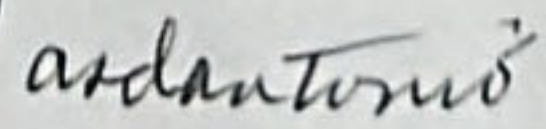
***Therefore, be resolved as it is hereby resolved:***

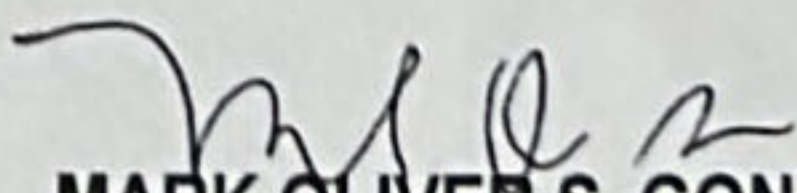
1. That the Board of Trustees, hereby approve the closure of the BDO account in JP Rizal Baliuag Branch.
2. That a new BDO account be opened and used exclusively for transactions pertaining to the San Rafael Area to improve monitoring and reconciliation.
3. That the Operations Treasurer and/or authorized officers are hereby authorized to take all necessary actions to execute this resolution.

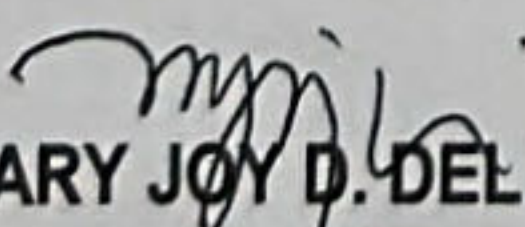
Approved this 28th day of August 2025 at Malolos City, Bulacan

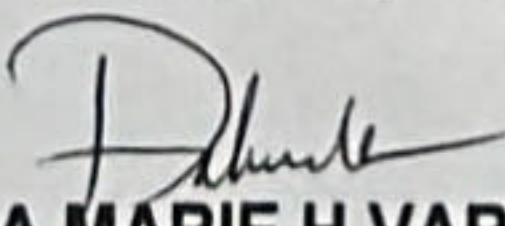
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees


  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**MARY JOY D. DEL ROSARIO**  
Auditor

  
**DINA MARIE H. VARILLA**  
Trustee

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee



**PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.**

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

**BOARD RESOLUTION NO. 2025-08-26**

(Approved by the Board of Trustees on August 28, 2025)

**APPROVAL OF THE OPENING OF A NEW BDO ACCOUNT IN MALOLOS FOR INVESTMENT INCOME DEPOSITORY ACCOUNT**


**WHEREAS** the Board recognizes the need for a dedicated account to manage and deposit investment income efficiently.

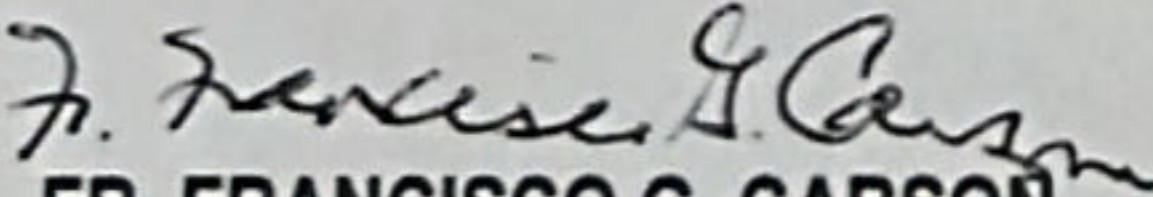
**WHEREAS**, opening a new BDO account in Malolos will provide a centralized and secure depository for all investment income, ensuring proper monitoring, reconciliation, and financial control.

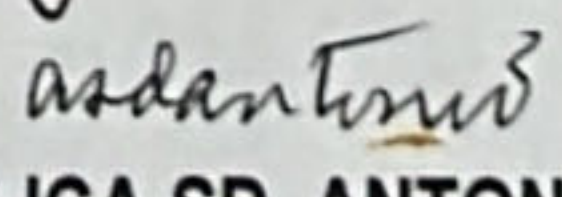
**Therefore, be resolved as it is hereby resolved:**

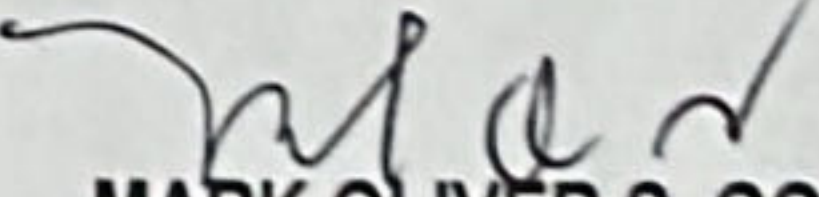
1. That the Board of Trustees, hereby approve the opening of a new BDO account in Malolos, to be designated as the Investment Income Depository Account.
2. That the Operations Treasurer and/or authorized officers are hereby authorized to execute all necessary documents, agreements, and transactions required to open and operate the account in accordance with the bank's policies.
3. That the new account shall be used exclusively for the deposit and management of investment income to facilitate proper financial oversight and reporting.

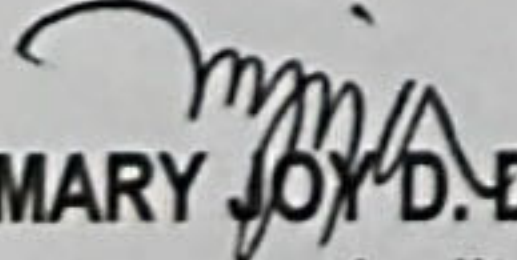
Approved this 28th day of August 2025 at Malolos City, Bulacan

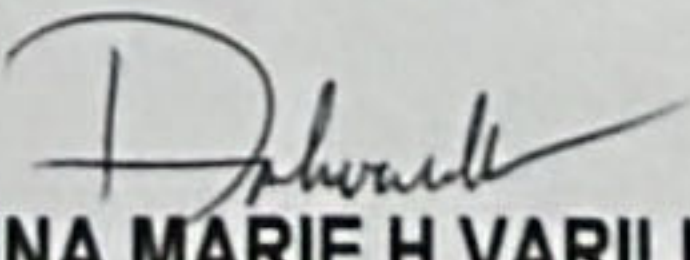
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

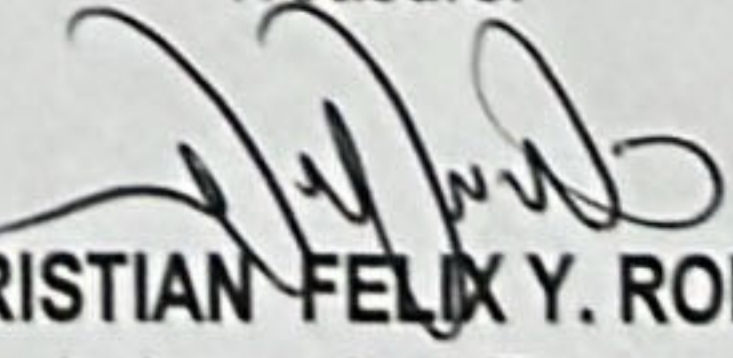
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**MARY JOY D. DEL ROSARIO**  
Auditor

  
**DINA MARIE H. VARILLA**  
Trustee

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-09-27

(Approved by the Board of Trustees on September 25, 2025)

### APPROVAL OF PRAXIS FIDES MBAI FINANCIAL MANAGEMENT SYSTEM (PFFMS)

**WHEREAS**, the Board of Trustees of Praxis Fides MBAI recognizes the need to implement a web-based system to enhance operational efficiency and reporting capabilities;

**WHEREAS**, Artisan I.T. Services has submitted a proposal and contract agreement to provide the PFMBAI Web-Based System at a total cost of Php2,500,000.00, inclusive of taxes;

**WHEREAS**, the Contract Agreement covers the following provisions:

1. Article I Objective of the Agreement
2. Article II Scope of Services
3. Article III Performance Standards and Support Commitments
4. Article IV Rights and Responsibilities of Artisan
5. Article V Rights and Responsibilities of PFMBAI
6. Article VI Fees and Charges
7. Article VII Effectivity and Duration
8. Article VIII Project Delays
9. Article IX Miscellaneous Provisions
10. Article X Validity Clause

**WHEREAS**, the project milestone and payment schedule are as follows:

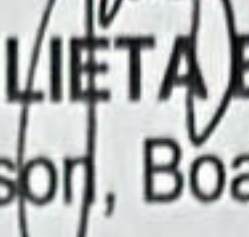
Milestone 1	Project Initiation	October 1, 2025	Php500,000.00 or 20% of the total cost	Due upon execution of the agreement
Milestone 2	Core System Functionality	March 31, 2026	Php625,000.00 or 25% of the total cost	Due upon completion and approval of the deliverables.
Milestone 3	Membership Assistance (MA) Management & Enhanced Reporting	May 31, 2026	Php625,000.00 or 25% of the total cost	Due upon completion and approval of the deliverables.
Milestone 4	Accounting, BIR Reporting and Server Setup (Production)	June 30, 2026	Php500,000.00 or 15% of the total cost	Due upon completion and approval of the deliverables.
Milestone 5	Final Delivery and Acceptance	September 30, 2026	Php125,000.00 or 5% of the total cost	Due upon successful deployment
Milestone 6	Warranty and Support	September 30, 2027	Php125,000.00 or 5% of the total cost	Due upon completion and acceptance of the warranty and support obligations

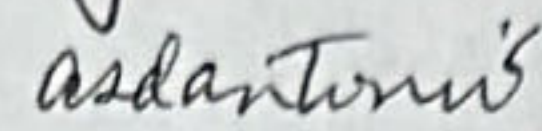
**Therefore, be resolved as it is hereby resolved:**

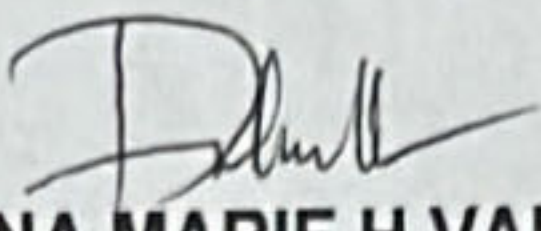
1. That, Praxis Fides MBAI, hereby approves the PFMBAI Web-Based System and the Contract Agreement with Artisan I.T. Services in the total amount of Php2,500,000.00, inclusive of taxes;
2. That, Praxis Fides MBAI hereby authorizes the release of payments in accordance with the agreed project milestone and payment schedule;
3. That, Praxis Fides MBAI hereby designates Mr. John Carlo Sayo to oversee vendor requirements, provide necessary data, and act as the direct point of communication with Artisan I.T. Services;
4. That, Praxis Fides hereby authorizes President Gener C. Luciano to sign the Contract Agreement and take all necessary actions to ensure the implementation and completion of the project; and
5. That Praxis Fides MBAI hereby approves that the budget allocation for this project shall be charged against the Accrued Expenses.

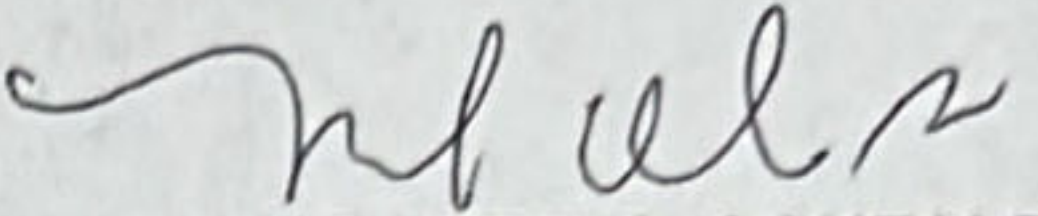
**Resolved Further**, that a copy of this resolution be recorded in the minutes of the Board of Trustees and maintained as part of the official records of Praxis Fides MBAI.

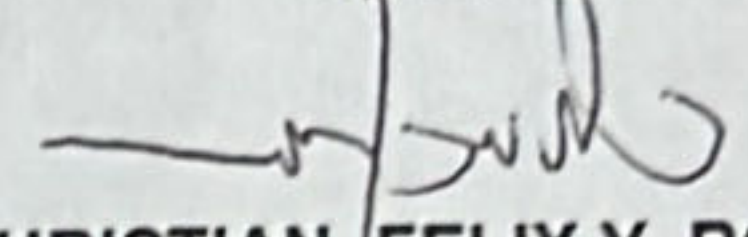
Approved this 25th day of September 2025 at Malolos City, Bulacan

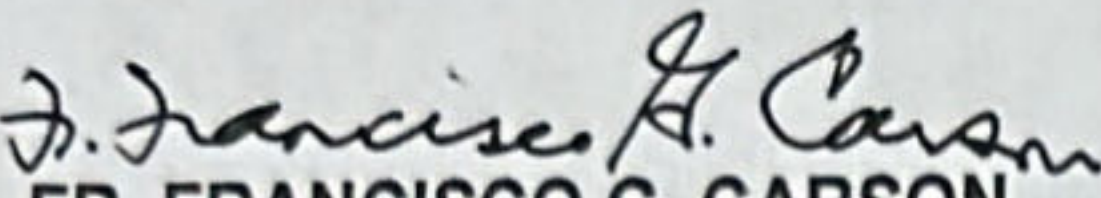
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

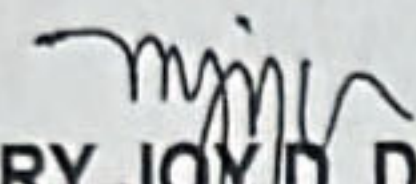
  
**ANGELICA SD. ANTONIO**  
Secretary

  
**DINA MARIE H. VARILLA**  
Trustee

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee

  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**MARY JOY D. DEL ROSARIO**  
Auditor



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-10-28 (Approved by the Board of Trustees on October 30, 2025)

### APPROVAL OF EXTENSION OF THE TERM OF PRESIDENT GENER C. LUCIANO

**WHEREAS**, the Board of Trustees recognizes the need for stable leadership and continuity in the operations, programs, and on-going initiatives of Praxis Fides MBAI;

**WHEREAS**, President Gener C. Luciano is set to retire; however, the Board acknowledges that there is no qualified candidate for the Deputy General Manager (DGM) position at this time, and the Association requires additional time to identify and recruit a suitable executive;

**WHEREAS**, the Board of Trustees discussed the current organizational concerns, on-going major projects, and the need to maintain uninterrupted management direction during the transition period;

**WHEREAS**, the Board finds it necessary and in the best interest of Praxis Fides MBAI to extend the term of President Gener C. Luciano to ensure leadership continuity while the search for a qualified DGM is being undertaken;

**Therefore, be resolved as it is hereby resolved:**

1. That Praxis Fides MBAI hereby approved the extension of the term of President Gener C. Luciano for an additional period of three (3) years, effective upon the completion of his original retirement date;
2. That Praxis Fides MBAI hereby approved that President Luciano shall remain vested with full authority to perform the functions, responsibilities, and decision-making duties of the Office of the President during the extension period;
3. That Praxis Fides MBAI hereby approved the extension is granted to ensure continuity of leadership while the Association undertakes the recruitment and selection of a qualified Deputy General Manager;

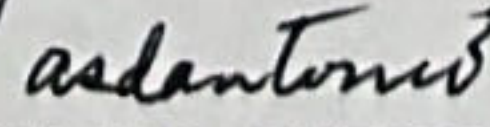
**Resolved Further**, that a copy of this resolution be recorded in the minutes of the Board of Trustees and maintained as part of the official records of Praxis Fides MBAI.

Approved this 30th day of October 2025 at Malolos City, Bulacan

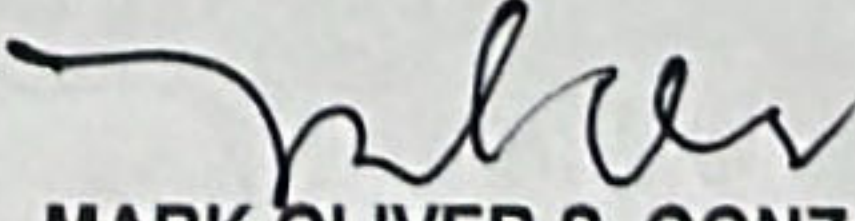
Attested by:

  
**JULIETA B. CRUZ**

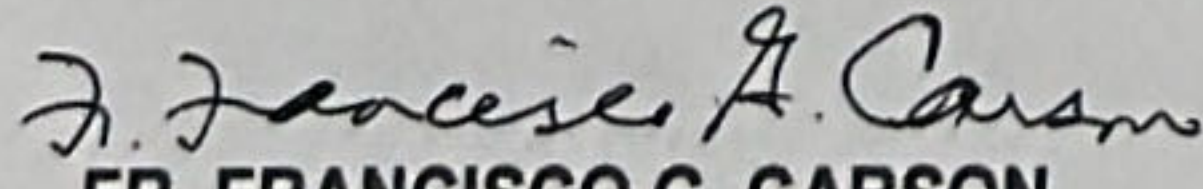
Chairperson, Board of Trustees

  
**ANGELICA SD. ANTONIO**

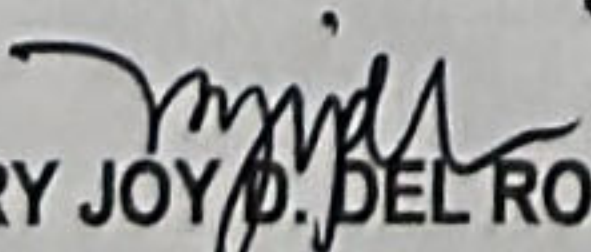
Secretary

  
**MARK OLIVER S. GONZALES**

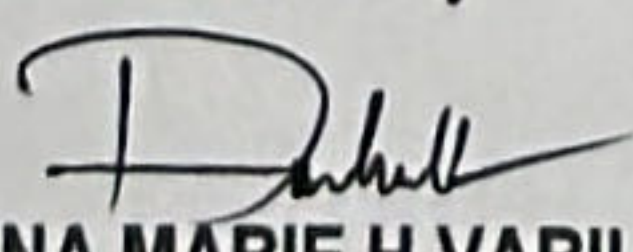
Treasurer

  
**FR. FRANCISCO G. CARSON**

Vice Chairman

  
**MARY JOY D. DEL ROSARIO**

Auditor

  
**DINA MARIE H. VARILLA**

Trustee-Member

  
**CHRISTIAN FELIX Y. ROBLES**

Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

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## BOARD RESOLUTION NO. 2025-10-29

(Approved by the Board of Trustees on October 30, 2025)

### APPROVAL OF THE CEILING ON INVESTMENT PLACEMENTS OF BOT AND COMMITTEE MEMBERS

**WHEREAS**, the Investment Sub-Committee recommended the establishment of a ceiling on the total investment placements that members of the Board of Trustees and Committee Members may maintain during their respective terms;

**WHEREAS**, starting January 1, 2026, the Committee proposed a maximum limit of Thirty Million Pesos (Php30,000,000.00) for investment placements held by any BOT or Committee Member while in active service;

**WHEREAS**, the Investment Sub-Committee and the Board of Trustees further recommended that if a member's bank placement exceeds the Php30 Million limit, the excess amount shall be placed in another branch to ensure proper fund distribution, risk management, and compliance with the established limit;

**WHEREAS**, the Board of Trustees reviewed the proposed ceiling and supports the policy as part of strengthening governance, transparency, and prudent financial management practices;

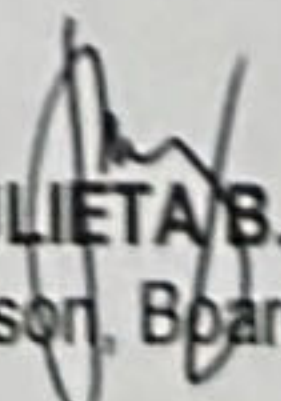
**Therefore, be resolved as it is hereby resolved:**

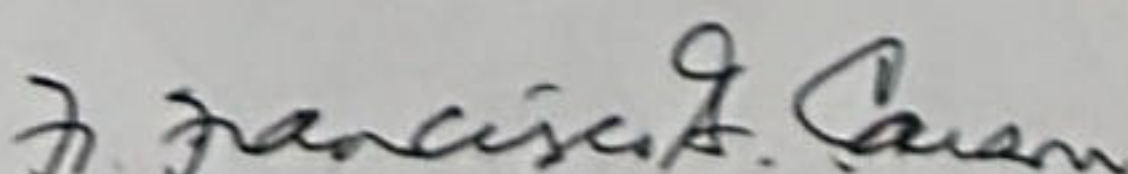
1. That Praxis Fides MBI hereby approved the implementation of a ceiling on investment placements for BOT and Committee Members during their term, set at a maximum of Thirty Million Peso (Php30,000,000.00);
2. That Praxis Fides MBI hereby approved that any amount exceeding the Thirty Million Peso (Php30,000,000.00) limit shall be placed in another branch to ensure proper distribution of funds and compliance with the established policy;
3. That Praxis Fides MBI hereby approved that this policy shall take effect on January 1, 2026, subject to final review and refinement by the Investment Sub-Committee, and shall remain in force unless amended or revoked by the Board of Trustees;

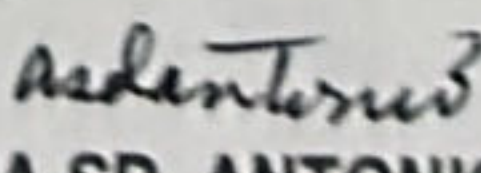
**Resolved Further**, that a copy of this resolution be recorded in the minutes of the Board of Trustees and maintained as part of the official records of Praxis Fides MBI.

Approved this 30th day of October 2025 at Malolos City, Bulacan

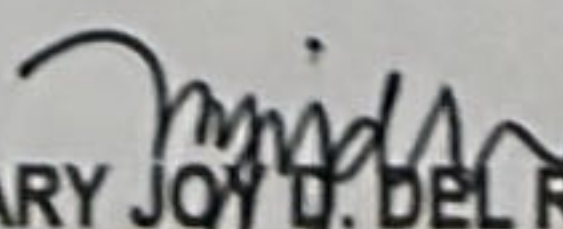
Attested by:

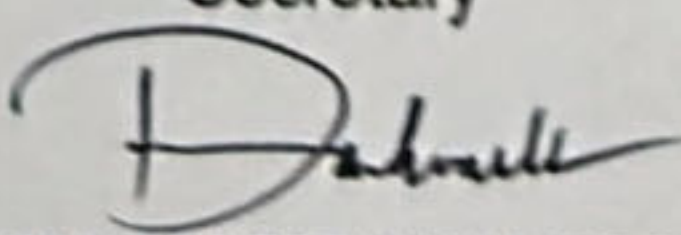
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

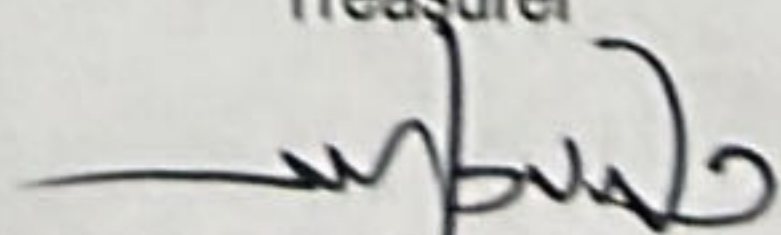
  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
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**MARY JOY D. DEL ROSARIO**  
Auditor

  
**DINA MARIE H. VARILLA**  
Trustee-Member

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

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Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-10-30 (Approved by the Board of Trustees on October 30, 2025)

### APPROVAL OF AMENDEMENT OF THE STUDENT FINANCIAL ASSISTANCE PROGRAM TO INCLUDE THE DEPENDENTS OF THE CURRENT STAFF UNDER THE CSR INITIATIVES

**WHEREAS**, the Board of Trustees recognizes the importance of supporting the educational advancement of the dependents of the Association's workforce and employee as part of its Corporate Social Responsibility (CSR) initiatives;

**WHEREAS**, the Board of Trustees recommends extending the Student Financial Assistance Program to include the dependents of current employees as eligible beneficiaries;

**WHEREAS**, the CSR Sub-Committee recommends selecting one (1) beneficiary per Cluster and a dependent of a current employee, and that the provision of financial assistance shall depend on the total number of qualified scholars;

**WHEREAS**, oversight and monitoring of the program shall continue to be jointly undertaken by the CSR Sub-Committee to ensure accountability, compliance, and program effectiveness;

**WHEREAS**, the Board further authorizes Management to amend, suspend, or terminate the program based on operational needs, budget availability, or policy considerations.

**Therefore, be resolved as it is hereby resolved:**

1. That Praxis Fides MBAI hereby approved the amendment to the Student Financial Assistance Program to include the dependents of current staff as qualified beneficiaries, in addition to the dependents of the workforce, providing a monthly allowance subject to the financial assistance budget for qualified scholars, who must maintain the required academic performance, until the completion of their bachelor's degree;

2. That Praxis Fides MBAI hereby approved to selecting one (1) beneficiary per Cluster and a dependent of a current employee, and that the provision of financial assistance shall depend on the total number of scholars;

3. That Praxis Fides MBAI hereby assigned the CSR Sub-Committee to oversee the administration, monitoring, and evaluation of the program to ensure compliance with eligibility, academic standards, and operational guidelines;

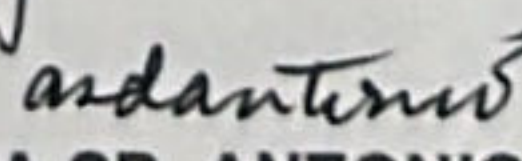
4. That Praxis Fides MBAI hereby approved that the Management is authorized to amend, revise, suspend, or terminate the program as may be necessary in the best interest of the Association;

**Resolved Further**, that a copy of this resolution be recorded in the minutes of the Board of Trustees and maintained as part of the official records of Praxis Fides MBAI.

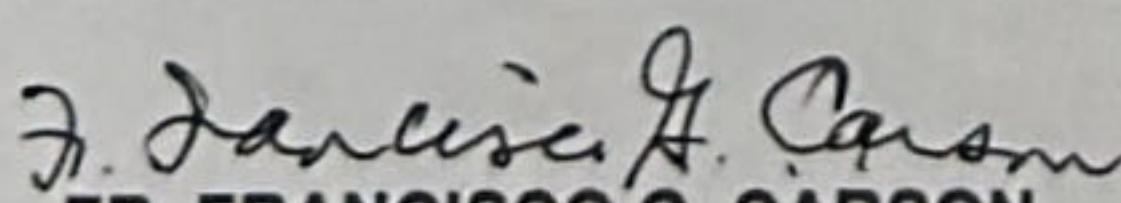
Approved this 30th day of October 2025 at Malolos City, Bulacan.

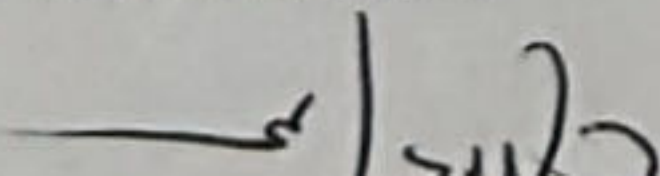
Attested by:

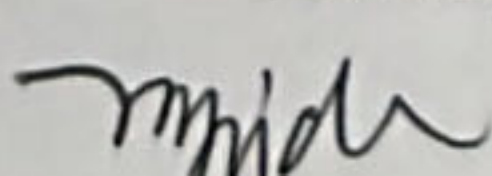
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

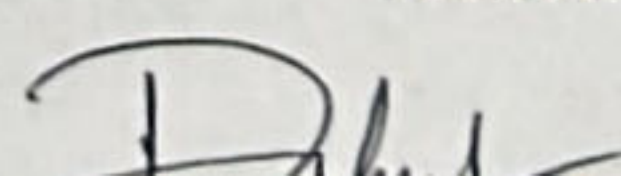
  
**ANGELICA SD. ANTONIO**  
Secretary

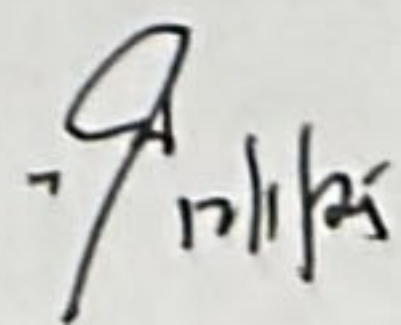
  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**FR. FRANCISCO G. CARSON**  
Vice Chairman











# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

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Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-10-31 (Approved by the Board of Trustees on October 30, 2025)

### APPROVAL OF IMPLEMENTATION OF THE *KALUSUGAN PROGRAM* PROVIDING FREE LABORATORY EXAMINATIONS FOR ALL SENIOR AND RETIRED AREA REPRESENTATIVES

**WHEREAS**, the Committee has endorsed the implementation of free laboratory examinations for all senior and retired Area Representatives of Praxis Fides MBAI, regardless of job performance, to uphold the Association's commitment to inclusivity and the well-being of its former personnel;

**WHEREAS**, to ensure effective implementation and equitable distribution of benefits, the CSR Coordinators recommended that the identification and organization of beneficiaries be conducted by Area or Cluster, thereby improving program relevance, accessibility, and operational efficiency;

**WHEREAS**, each qualified Area Representative shall be allotted One Thousand Pesos (Php1,000.00) under the approved budget for the current year, with the project scheduled for rollout in November 2025;

**WHEREAS**, the total budget allocation for the program amounts to One Hundred Four Thousand Pesos (Php 104,000.00);

#### ***Therefore, be resolved as it is hereby resolved:***

1. That Praxis Fides MBAI hereby approved that the *Kalusugan Program*, providing free laboratory examinations to all senior and retired Area Representatives of Praxis Fides MBAI, organized by Area or Cluster, with each beneficiary allotted Php1,000.00 and a total program budget of Php104,000.00, for implementation in November 2025;

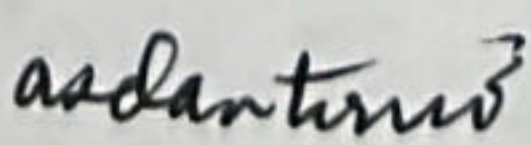
2. That Praxis Fides MBAI hereby authorized the Management to implement, administer, and oversee the program in coordination with the CSR Coordinators, ensuring proper documentation, monitoring, and reporting.

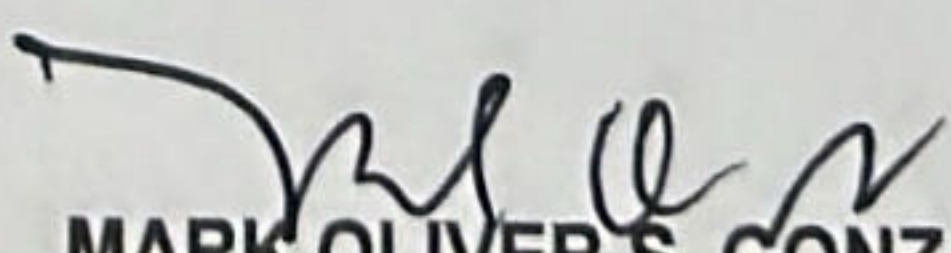
**Resolved Finally**, that a copy of this resolution be furnished to all concerned Divisions for their information and guidance and recorded in the minutes of the Board of Trustees and maintained as part of the official records of Praxis Fides MBAI.

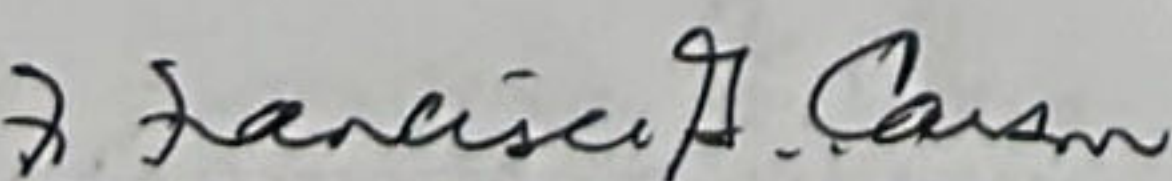
Approved this 30th day of October 2025 at Malolos City, Bulacan.


Attested by:

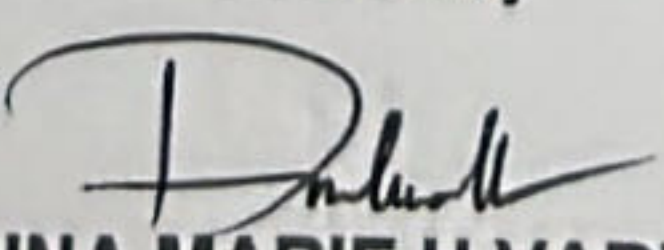
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

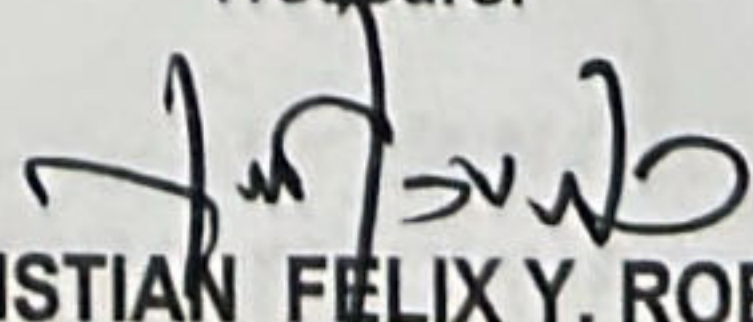
  
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Trustee-Member

  
**CHRISTIAN FELIX Y. ROBLES**  
Independent Trustee



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-11-32

(Approved by the Board of Trustees on November 28, 2025)

### EXCESS FREE AND UNASSIGNED FUND BALANCE AS DIVIDENDS FOR MEMBERS

**WHEREAS**, pursuant to Section 408 of the Amended Insurance Code and Circular Letters (CL) Nos. 2015-46 and 2023-04, mutual benefit associations must properly appropriate and distribute excess funds for the benefit of their members;

**WHEREAS**, based on the Insurance Commission (IC) Verification of the 2024 Annual Statement, the amount of Php 53,275,847.99 has been confirmed as subject to appropriation in compliance with the aforementioned regulations;

**WHEREAS**, the Board recognizes that the said amount must be returned to the members through the enhancement of their Individual Equity Value (IEV);

**WHEREAS**, the Board likewise affirms the importance of transparency by informing members about this appropriation and its effect on their IEV;

**NOW THEREFORE, BE IT RESOLVED**, as it is hereby **RESOLVED**, that:

1. The amount of Php 53,275,847.99 is hereby appropriated pursuant to Section 408 of the Amended Insurance Code, CL Nos. 2015-46 and 2023-04, and the findings of the IC Verification of the 2024 Annual Statement.
2. The said amount shall be returned to the members by enhancing their respective Individual Equity Value (IEV).
3. Management is hereby directed to undertake and complete all necessary actions to effect the IEV enhancement.
4. The Board further resolves that the official notification to all members regarding this appropriation and IEV enhancement shall be posted on the Praxis Fides website for transparency and easy access.

Approved this 28th day of November 2025 at Malolos City, Bulacan.

Attested by:

*Julieta B. Cruz*  
**JULIETA B. CRUZ**

Chairperson, Board of Trustees

*Angelica Sd. Antonio*  
**ANGELICA SD. ANTONIO**

Secretary

*Dina Marie H. Varilla*  
**DINA MARIE H. VARILLA**

Trustee-Member

*Mark Oliver S. Gonzales*  
**MARK OLIVER S. GONZALES**

Treasurer

*Christian Felix Y. Robles*  
**CHRISTIAN FELIX Y. ROBLES**

Independent Trustee

*Fr. Francisco G. Carson*  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

*Mary Joy D. Del Rosario*  
**MARY JOY D. DEL ROSARIO**

Auditor

SUBSCRIBED AND SWORN TO BEFORE ME, a duly authorized Notary Public for and in the above-named jurisdiction, on this day DEC 05 2025, affiants who being known to me personally exhibited to me their identification documents indicated above and issued by the pertinent government agency bearing their signatures and photographs and who were sworn before me personally that they understood the contents of the Board Resolution and that the contents thereof are true and correct.

*Manuel P. Punzalan*  
**MANUEL P. PUNZALAN**  
Notary Public for the Prov. of Bulacan; Until December 31, 2026  
Rm. 204 L.V.C. Bldg., Catmon, Malolos City, Bulacan  
Serial No. PN-107-MB-2024; Roll No. 23476  
E-mail: *mpunzalan@yahoo.com*  
PTR No. 5245151/ Malolos City, Bulacan/ 1/02/2025  
IBP O.R. No. 495933/Ortigas Center, Pasig City/ 1/03/2025  
MCLE Compliance No. VIII-0035500 - until April 14, 2028

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Series of 2025.



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

35 Paseo del Congreso, Catmon, City of Malolos, Bulacan  
Tel No. (044) 791-3558; Cellphone Nos. (0922)803 2970; (0917)504 6222  
Email address: praxisfides@gmail.com

## BOARD RESOLUTION NO. 2025-12-33

(Approved by the Board of Trustees on December 18, 2025)

### APPROVAL AND ADOPTION OF THE GRIEVANCE PROCEDURE POLICY

**WHEREAS**, Praxis Fides Mutual Benefit Association, Inc. (PFMBAI) recognizes the importance of maintaining a fair, safe, and respectful work environment for all employees, workforce and Board of Trustees;

**WHEREAS**, there may be instances where employees, workforce and Board of Trustees need to raise concerns or complaints involving unjust treatment, harassment, health and safety issues, poor work behavior, unfair labor practices, violations of the Employee Code of Conduct, or disputes between Praxis Fides MBI;

**WHEREAS**, Corporate Governance Committee has recommended a Grievance Procedure Policy to clearly define the scope of grievances, establish procedures for filing, handling, resolving, and closing grievances, ensure confidentiality, and prescribe appropriate disciplinary actions for policy violations;

**WHEREAS**, the Board of Trustees finds the Grievance Procedure Policy necessary and aligned with the Association's commitment to good governance, due process, transparency, and employee welfare;

#### NOW, THEREFORE, BE IT RESOLVED, as it is hereby RESOLVED:

1. That Praxis Fides MBI hereby resolved that the Board of Trustees of Praxis Fides Mutual Benefit Association, Inc. hereby approves and adopts the Grievance Procedure Policy, as presented, to take effect immediately upon approval;
2. That Praxis Fides MBI hereby approved that the Corporate Governance Committee is hereby designated as the body responsible for the implementation, monitoring, and periodic review of the Grievance Procedure Policy, and is authorized to recommend revisions thereto when deemed necessary, subject to Board approval;
3. That Praxis Fides MBI hereby approved that the Administration and Services Division, in coordination with the Division Chiefs and the Grievance Sub-Committee, is directed to disseminate, implement, and strictly enforce the approved Policy and ensure that all employees and workforce are informed of its provisions;

**RESOLVED, FINALLY**, that this Resolution shall remain in full force and effect unless amended or repealed by a subsequent resolution of the Board of Trustees.

Approved this 18th day of December 2025 at Malolos City, Bulacan.

Attested by:

*Julieta B. Cruz*  
**JULIETA B. CRUZ**

Chairperson, Board of Trustees

*Angelica S.D. Antonio*  
**ANGELICA S.D. ANTONIO**

Secretary

*Dina Marie H. Varilla*  
**DINA MARIE H. VARILLA**

Trustee-Member

*Mark Oliver S. Gonzales*  
**MARK OLIVER S. GONZALES**

Treasurer

*Christian Felix Y. Robles*  
**CHRISTIAN FELIX Y. ROBLES**

Independent Trustee

*Fr. Francisco G. Carson*  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

*Mary Joy D. Del Rosario*  
**MARY JOY D. DEL ROSARIO**  
Auditor

*JG 11/17/26*



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

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## BOARD RESOLUTION NO. 2025-12-34 (Approved by the Board of Trustees on December 18, 2025)

### APPROVAL OF THE CREATION OF THE GRIEVANCE COMMITTEE

**WHEREAS**, the Corporate Governance Committee presented its report during the meeting held on October 21, 2025, recommending measures to strengthen corporate governance and internal dispute resolution mechanisms of the Association;

**WHEREAS**, the Committee recommended the creation of a Grievance Committee to ensure a fair, transparent, and efficient process for addressing grievances within the Association;

**WHEREAS**, the proposed composition of the Grievance Committee is as follows:

- Chairperson – Chairperson of the Corporate Governance Committee;
- Three (3) Members – Members of the Corporate Governance Committee;
- Resource Persons, namely:
  - Division Chief
  - Human Resources Head
  - Coordinator of Coordinators; and
- PFMBAI Legal Counsel;

**WHEREAS**, the Committee further recommended the creation and adoption of a Grievance Policy to provide an alternative dispute resolution mechanism and promote harmonious relations within the Association;

### NOW, THEREFORE, BE IT RESOLVED, as it is hereby RESOLVED:

1. That Praxis Fides MBAI hereby approved the creation and establishment of the Grievance Committee, including its composition, roles, and participation of designated resource persons and the Legal Counsel, as recommended by the Corporate Governance Committee;
2. That Praxis Fides MBAI hereby approved and adopts the Grievance Policy, as presented and attached to the Corporate Governance Committee Report, to govern mediation and dispute resolution within the Association;
3. That Praxis Fides MBAI hereby authorized the Management to implement the foregoing resolutions and to take all necessary actions consistent with this Resolution.

Approved this 18th day of December 2025 at Malolos City, Bulacan.

Attested by:

**JULIETA B. CRUZ**

Chairperson, Board of Trustees

**ANGELICA SD. ANTONIO**

Secretary

**DINA MARIE H. VARILLA**

Trustee-Member

**MARK OLIVER S. GONZALES**

Treasurer

**CHRISTIAN FELIX Y. ROBLES**

Independent Trustee

**FR. FRANCISCO G. CARSON**

Vice Chairman

**MARY JOY D. DEL ROSARIO**

Auditor

2025 12/18



# PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

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## BOARD RESOLUTION NO. 2025-12-35 (Approved by the Board of Trustees on December 18, 2025)

### APPROVAL OF THE ADDITIONAL PHP2,000,000.00 BUDGET FOR SALES AND MARKETING

**WHEREAS**, the Board of Trustees recommended that the Research and Development function be placed under the Sales and Marketing Division, recognizing its vital role in strengthening market analysis, enhancing products and services, and supporting strategic decision-making;

**WHEREAS**, the Board of Trustees found the recommendation consistent with the objectives and direction set forth in the previously approved Strategic Plan of the Association;

**WHEREAS**, the Board of Trustees further requested a review of the Sales and Marketing: Research and Development budget to ensure appropriate and effective allocation of funds in support of divisional goals and strategic priorities;

**WHEREAS**, to further support the implementation and operational requirements of the Sales and Marketing Division, the Board deemed it necessary to approve additional funding;

### NOW, THEREFORE, BE IT RESOLVED, as it is hereby RESOLVED:

1. That Praxis Fides MBI hereby approved the placement of the Research and Development function under the Sales and Marketing Division;
2. That Praxis Fides MBI hereby directed the Management to conduct a review of the Sales and Marketing: Research and Development budget, in accordance with the provisions of the previous Strategic Plan, to ensure proper and strategic fund utilization;
3. That Praxis Fides MBI hereby approved an additional budget in the amount of Two Million Pesos (Php 2,000,000.00) to support the implementation and operational requirements of the Sales and Marketing Division;
4. That Praxis Fides MBI hereby approved the distribution of the Php2,000,000.00 additional budget shall be as follows:
  - 40% for Programs and Marketing,
  - 40% for Research and Development including new products, and
  - 20% for Meetings and Allowances and shall not be used for any other purposes;
5. That Praxis Fides MBI hereby authorized Management to implement this Resolution and to take all necessary actions consistent herewith.

RESOLVED FURTHER, that this Resolution shall take effect immediately upon approval.

Approved this 18th day of December 2025 at Malolos City, Bulacan.

Attested by:

*Julieta B. Cruz*  
**JULIETA B. CRUZ**

Chairperson, Board of Trustees

*Angelica Sd. Antonio*  
**ANGELICA SD. ANTONIO**

Secretary

*Dina Marie H. Varilla*  
**DINA MARIE H. VARILLA**

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Auditor



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## BOARD RESOLUTION NO. 2025-12-36 (Approved by the Board of Trustees on December 18, 2025)

### IMPLEMENTATION OF CHINA BANK SAVINGS (CBS) ACCOUNT REQUIREMENT FOR WORKFORCE AND ENCODERS

**WHEREAS**, the Board of Trustees recognizes the need to strengthen internal controls and promote efficiency, transparency, and security in the disbursement of employee benefits;

**WHEREAS**, Management recommended the mandatory use of China Bank Savings (CBS) accounts for Workforce and Encoders to facilitate the direct crediting of incentives, quarterly transportation allowance, and other duly approved benefits;

**WHEREAS**, the Board finds that the implementation of a centralized direct deposit system will streamline financial operations, minimize administrative delays, reduce risks associated with manual disbursement, and ensure accurate and timely distribution of benefits;

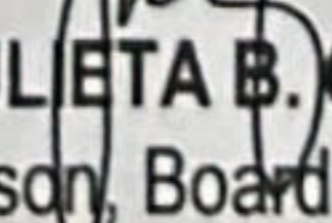
**NOW, THEREFORE, BE IT RESOLVED, as it is hereby RESOLVED,**

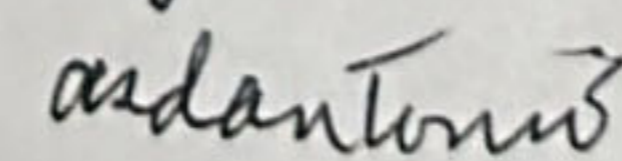
1. That Praxis Fides MBI hereby required all Workforce and Encoders to open and maintain an active China Bank Savings (CBS) account under their respective names;
2. That Praxis Fides MBI hereby resolved that effective January 1, 2026 shall release all incentives, quarterly transportation allowance, and other duly approved benefits exclusively through direct deposit to the respective CBS accounts of workforce and encoders;
3. That Praxis Fides MBI hereby resolved cash is no longer allowed or check disbursement of the above-mentioned benefits shall be allowed beginning January 1, 2026, except in meritorious cases duly approved by Management;
4. That Praxis Fides MBI hereby resolved that all workforce and encoders shall submit their CBS account details and required supporting documents on or before December 31, 2025. Newly hired workforce and encoders shall comply with this requirement as part of their employment onboarding process;
5. That Praxis Fides MBI hereby resolved that the Management through the Human Resources/Admin, Accounting, and Finance Departments, is hereby authorized and directed to issue the necessary guidelines and oversee the proper implementation and monitoring of this Resolution.

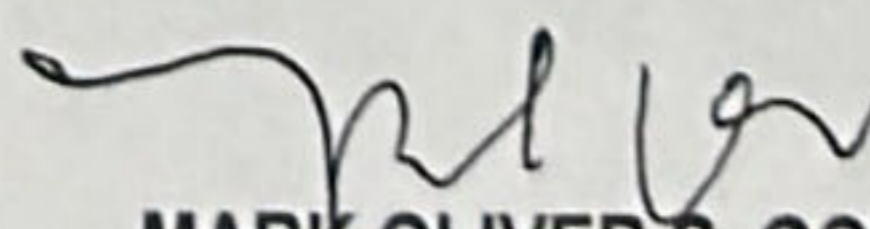
**RESOLVED FURTHER**, that this Resolution shall take effect on January 1, 2026, and shall remain in full force and effect unless amended or repealed by the Board of Trustees.

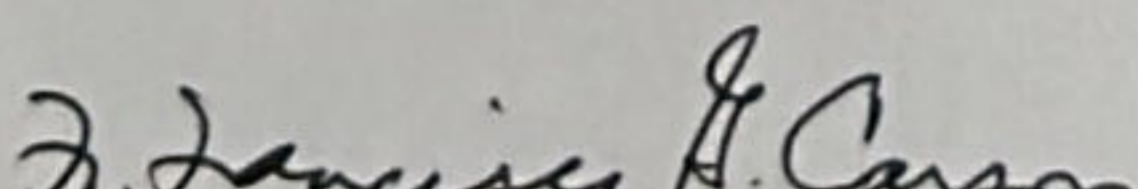
Approved this 18th day of December 2025 at Malolos City, Bulacan.

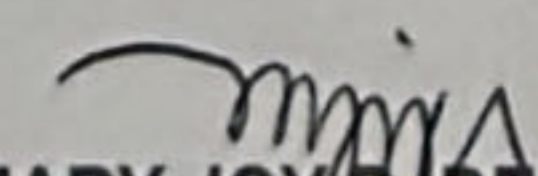
Attested by:

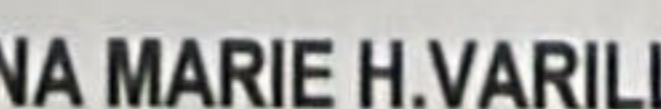
  
**JULIETA B. CRUZ**  
Chairperson, Board of Trustees

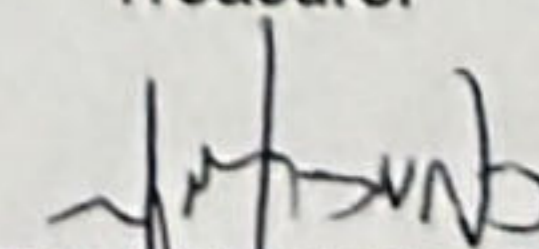
  
**ANGELICA SD. ANTONIO**  
Secretary

  
**MARK OLIVER S. GONZALES**  
Treasurer

  
**FR. FRANCISCO G. CARSON**  
Vice Chairman

  
**MARY JOY D. DEL-ROSARIO**  
Auditor

  
**DINA MARIE H. VARILLA**  
Trustee Member

  
**CHRISTIAN FELIX Y. ROBLES**  
Trustee Member



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## BOARD RESOLUTION NO. 2025-12-37

(Approved by the Board of Trustees on December 18, 2025)

### RENEWAL OF CONTRACT OF PETRIFIDELIS CORPORATION

**WHEREAS**, President Luciano reported that the existing Lease Contract between Praxis Fides Mutual Benefit Association, Inc. and Petri Fidelis Corp. is valid until December 2025;

**WHEREAS**, Petri Fidelis Corp. formally submitted its request for renewal of the lease for another term;

**WHEREAS**, the President recommended the renewal of the lease contract, provided that the term shall coincide with the existing Vitarich contract for operational alignment;

**WHEREAS**, the Board finds the recommendation reasonable and beneficial to ensure continuity of operations and proper coordination of contractual obligations;

**NOW, THEREFORE, BE IT RESOLVED**, as it is hereby RESOLVED,

1. That Praxis Fides MBI hereby approved the renewal of the Lease Contract with Petri Fidelis Corp;
2. That Praxis Fides MBI hereby resolved that the renewed lease shall commence on January 01, 2026 and shall terminate in November 2026, in order to coincide with the Vitarich contract;
3. That Praxis Fides MBI hereby resolved that the rental rate shall be subject to a four percent (4%) increase, effective April 2026, in accordance with the agreed terms;
4. That Praxis Fides MBI hereby resolved that the President is hereby authorized to negotiate, finalize, and sign the necessary Lease Renewal Agreement and related documents to implement this Resolution.

**RESOLVED FURTHER**, that this Resolution shall take effect immediately upon approval.

Approved this 18th day of December 2025 at Malolos City, Bulacan.

Attested by:

*Julieta B. Cruz*  
**JULIETA B. CRUZ**

Chairperson, Board of Trustees

*Angelica Sd. Antonio*  
**ANGELICA SD. ANTONIO**

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