

Title:	ANTI-MONEY LAUNDERING OVERSIGHT COMMITTEE CHARTER
Committee Name:	Anti-Money Laundering Oversight Committee
Short Name:	AMLOC
Nature:	<i>Bank-initiated</i> Board-level Committee
Responsibility Statement:	The AMLOC shall assist the Board of Directors in fulfilling its oversight responsibility over the Bank's compliance management to make sure that the Bank complies with the provisions of the AMLA, as amended, its Revised Implementing Rules and Regulations (RIRRs) and BSP AML regulations to the end that the Bank shall not be used as a vehicle to legitimize the proceeds of unlawful activity or to facilitate or finance terrorism.
Duties & Responsibilities:	<p>In line with the AMLOC's mandate to assist the Board of Directors in fulfilling its oversight on Bank's compliance with the requirements of AMLA, its RIRRs and BSP AML regulations:</p> <ol style="list-style-type: none"> 1. It shall provide oversight on AML policy development and execution such that AML Policies & Procedures established by Senior Management, led by Compliance Office and assisted by the Management-level AML Compliance Committee (AMLCC), are adequate to ensure compliance and are kept updated/remain relevant to best react on the changing AML regulatory scenarios and conditions. 2. As designed, updated/revised and recommended by the Compliance Office/AMLCC, it shall review and endorse to the Board for approval the Bank's Money Laundering & Terrorism Financing Prevention Program (MLTFPP) documenting the policies and procedures of the Bank's compliance with the core components of AMLA, its RIRRs and BSP AML regulations. 3. It shall receive from, review and take action (as necessary) on AML-related reports coming from the Bank's Compliance Office. It may also devise and require new/additional AML reports to ensure that Bank's compliance with AMLA, it's RIRRs and BSP AML regulations as well as effective management of AML risks are duly monitored. 4. It shall oversee and ensure the effective performance of the AML/TF functions of the Bank's Compliance Office.

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	<p>5. It shall oversee and ensure the effective performance of the duties and responsibilities of the Bank's AMLCC by reviewing the results of the AMLCC's annual performance self-evaluation/assessment and directing needed actions to address areas for AMLCC's improvement.</p> <p>6. It shall report to the Board significant developments, issues and concerns in the Bank's AML compliance as necessary.</p>
Authority:	The AMLOC shall have explicit authority to cause the investigation of any matter within its terms of reference, full access to and cooperation by Senior Management and full discretion to invite any director or officer to attend its meetings, and adequate resources to enable it to effectively discharge its functions. The AMLOC may also delegate some of its authorities to or direct the AMLCC to perform certain functions as it may deem fit and proper.
Composition:	<p>The AMLOC shall be composed of at least three (3) members of the Board of Directors (BOD). It is supported by the Bank's Compliance Office and the <i>Management-level</i> Anti-Money Laundering Compliance Committee (AMLCC).</p> <p>Each member shall serve for a maximum tenure of nine (9) years to be reckoned starting 2018. Any extension beyond 9 years shall be duly justified and subject to the approval of the Board of Directors.</p> <p>The AMLOC members shall be appointed annually by the BOD.</p>
Quorum / Majority Votes:	<p>A majority of the AMLOC members present, whether physically in person or, to the extent permitted by law, through electronic medium or telecommunications, such as video or teleconferencing, where the members who are not physically present are located at different local or international places, shall be necessary to constitute a quorum at any meeting.</p> <p>When a quorum is present at any such meeting, a majority vote shall decide any matters submitted for the AMLOC's disposition. All AMLOC members shall have voting rights.</p>
Meeting Schedule:	The AMLOC shall convene and meet at least on a monthly basis and as soon as the need arises, either physically in person or through teleconferencing or videoconferencing on such date and venue as may be called for by the Chairperson or upon the request of the majority of the members.
Facilitator &	As one of Compliance Office's Board-level committee reporting line,

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Secretariat:	<p>Compliance Office shall assist the AMLOC in fulfilling its AML/TF compliance oversight functions. Thus, the Chief Compliance Officer (CCO) shall regularly report to the AMLOC on all AML/TF compliance matters.</p> <p>The CCO shall also serve as the AMLOC Secretary and shall facilitate its meetings. As such, the CCO or his designated officer shall prepare the agenda for each meeting, send out notices to the committee members at least two (2) banking days before the scheduled meeting date and prepare and submit the pertinent reports as may be required by the BOD and/or the AMLOC. The CCO or his designated officer shall likewise draft and distribute the AMLOC Minutes of Meeting for review and approval of the members as well as maintain on file such records e.g. minutes or summary of matters reviewed and decisions taken that document the AMLOC's fulfillment of its responsibilities and facilitate the assessment of the effective performance of its functions. The use of e-signatures in signing off the AMLOC Minutes of Meeting may be allowed by the AMLOC provided that such electronic/digital sign-offs signifying the members' approval thereof are duly supported by the members' approval/clearance either via e-mail or other electronic means.</p>
Performance Assessment:	<p>The AMLOC shall evaluate/assess its performance <i>at least annually within the first quarter of the year.</i> The results of which shall be submitted/reported to the CG Committee for its endorsement to the Board for notation during the following month's Board Meeting.</p>
Charter Review:	<p>This AMLOC Charter shall be reviewed and/or updated at least annually and as soon as necessary to ensure its continuing effectiveness, incorporate best practices and reflect relevant AML-related legal or regulatory updates subject to the Board of Directors' approval upon the AMLOC's endorsement.</p>
Reporting to the Board:	<p>The AMLOC, on its own or through Compliance Office, shall report to the Board of Directors any significant matters and developments concerning the Bank's AML compliance as necessary.</p>
Interaction with Other Board/Management-Level Committees:	<p>The AMLOC may interact or coordinate with other Board or Management-level committees on matters concerning AML as necessary.</p>
Last Reviewed and Updated:	<p>19 November 2020</p>

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