

3 January 2022

**RACHEL ESTHER J. GUMTANG-REMALANTE**

Director  
Corporate Governance & Finance Department  
Securities and Exchange Commission  
G/F North Wing Hall, Secretariat Building,  
PICC Complex, Roxas Boulevard, Pasay City

Dear Director,

In compliance with SEC Memorandum Circular No. 1, Series of 2014 or the Guidelines for Changes and Updates in the Annual Corporate Governance Report, please be advised of the board meeting attendance of the Corporation's directors in 2021:

Board	Name	No. of Meetings Attended/Held <sup>1</sup>	Percent Present
Chairman	Lee, Edward K.	19/19	100%
Member	Yu, Alexander C.	19/19	100%
Member	Bate, Conrado F.	19/19	100%
Member	Ong, Catherine L.	4/4	100%
Member	Yu, Raymond C.	19/19	100%
Independent	Gindap, Arthur Gerrard	19/19	100%
Member	Yu, Wellington C.	19/19	100%
Member	Lim, Hernan G.	19/19	100%
Member	Han, Paulwell	19/19	100%
Member	Hokushin Kido	12/12	100%
Independent	Siy-Yap, Betty C.	16/16	100%
Independent	Benares, Roberto C.	16/16	100%
Member	Okita, Seiji	8/8	100%

We hope you find the foregoing in order.

Thank you.

Very truly yours,



**STEPHANIE FAYE B. REYES**  
Assistant Corporate Secretary

<sup>1</sup> In 2021 and during the incumbency of the director