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|  | <b>POLICY REVIEW COMMITTEE<br/>CHARTER</b> |                                  | NATCCO MBAI-PolRev-01-20          |
|   |  |                                  | Revision Code: 0      Page 1 of 2 |
| Policy Area: Governance   |  | Effective Date: October 10, 2020 |                                   |

## 1. INTRODUCTION:

One of the powers of the NATCCO MBAI Board of Trustees is ***“From time to time, promulgate rules and regulations consistent with these by-laws, and to review, revise or amend the same when it deems necessary for the management of the Association’s business and affairs”*** (NATCCO MBAI Bylaws Art 6, Sec 1, para a).

To aid the Board of Trustees, Board Resolution # 24-2020 dated July 11, 2020 was passed, creating the Policy Review Committee (POLREVCOM).

## 2. PURPOSE

The purpose of this charter is to define the organization, tasks and responsibilities of the POLREVCOM.



## 3. ORGANIZATION


### 3.1 Membership

Composed of at least five (5) members appointed by the Board of Trustees. The composition of which, must be cross-functional. **The members will serve for at least one (1) year from date of appointment. In case of vacancy, the BOT will replace the member, to serve for the unexpired term of the incumbent.**

### 3.2. Meetings

The committee will meet at least every quarter or as necessary. **This can be done in person or virtual.**

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| <b>Prepared and endorsed by:</b><br><br><br><br><b>EVELIA BARDOS-TIZON</b><br>POLREVCOM Chairperson<br>Date: 10/12/2020 | <b>Approved by Board of Trustees (BR #48,S2020) :</b><br><br><br><br><b>ELLEN R. PASTORES</b><br>BOT Chairperson<br>Date:10/12/2020 |
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#### 4. AUTHORITY AND RESPONSIBILITIES

4.1 Review of policies and recommend revisions, if any, to the BOT

- 4.1.1 Periodic review of all existing operational policies
- 4.1.2 Specific policy which needs urgent attention, as directed by the BOT
- 4.1.3 Conformity with changes in the NMBAI bylaws and regulatory issuances.



4.2 Develop other policies related to the functions of the POLREVCOM.

#### 5. EFFECTIVITY

This charter will take effect upon the approval of the Board of Trustees.

#### 6. REVIEW OF CHARTER

The charter will be reviewed by the POLREVCOM annually. Change/s will be approved by the Board of Trustees.

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