

CLUB PUNTA FUEGO, INC.
ACTS OF THE BOARD OF DIRECTORS AND MANAGEMENT
from July 17, 2022 to July 10, 2023
FOR RATIFICATION

1. Election of officers and appointment of Committee members and chairs (July 29, 2022).
2. Approval of the wage increase of the Club's rank and file and, supervisory, and managerial employees in the amount of Php28.00 per day for minimum wage earners, and at such other computed amounts, following the Pineda Formula, for the other employees to account for wage distortion, effective January 1, 2022 (July 29, 2022).
3. Approval to open a Portfolio Management Account with the Bank of the Philippine Islands to open access to higher-yield time deposits and Treasury Bonds/Retail Treasury Bonds placements (July 29, 2022).
4. Approval to authorize the Club to transact with the Bureau of Internal Revenue ("BIR") for purposes of obtaining a Delinquency Verification Certificate in relation to the Club's Value-Added Tax ("VAT") Refund, and for this purpose, to authorize Ms. Vivian Gigante to act for and in behalf of the Club (July 29, 2022).
5. Approval for the auction of 15 delinquent shares on November 18, 2022 (October 27, 2022).
6. Appointment of General Manager Edgar Krohn as the Corporation's proxy for the Special Members' Meeting of the Punta Fuego Village Foundation, Inc. to be held on November 26, 2022, or any postponement or adjournment thereof (October 27, 2022).
7. Approval to authorize Atty. Christopher de Guzman, with full power of substitution, to claim on behalf the Corporation the check/s issued by the Bureau of Internal Revenue (BIR) in connection with the claims for value-added tax refund filed by the Corporation for taxable years 2019 and 2020; and to authorize the Corporation's President, Mr. Erickson Y. Manzano, to execute a Special power of Attorney constituting Atty. Christopher de Guzman as the Corporation's attorney-in-fact, as well as any other documents or instruments that the BIR may require, in order to give effect to the above-stated purpose (October 27, 2022).
8. Approval to transact with Social Security System ("SSS") to apply to the Condonation Program; and to authorize the General Manager Edgar Krohn to act as the representative of the Corporation for this purpose (October 27, 2022).
9. Approval of several applications for membership and posting, by batch, i.e., Batches 343, 344 and 345 for posting and Batches 342, 343 and 344 for approval (October 27, 2022), Batch 346 and 347 for posting and Batch 345 and 346 for approval (December 14, 2022), Batch 348 for posting Batches 347 for approval (January 25, 2023), and Batches 350 and 351 for posting and Batches 349 and 350 for approval (April 26, 2023).
10. Approval for the write-off of receivables from Direct with Hotels (December 14, 2022).
11. Approval for the grant the employee performance incentives for 2022 (December 14, 2022).

12. Approval to authorize the Corporation to enter into transactions with the Bank of the Philippine Islands (“BPI”) for the purpose of its Portfolio Management Account, to transact with any of the Branches of the Bank of Philippine Islands (“BPI”) for the availment of banking products and services, and to authorize the signatories and signing limits for transactions with BPI (December 14, 2022).
13. Approval to transact with the Bank of the Philippine Islands (“BPI”) for the reactivation of its dormant account BPI Account No. 0811-0065-99; and to appoint Ma. Rosandra A. Gayosa and Edgar Johannes F. Krohn as the authorized representatives of the Corporation for this purpose (December 14, 2022).
14. Approval to appoint Banco de Oro (“BDO”) as the Club’s trustee for its retirement fund, and, for this purpose, to appoint the Club’s signatories and representatives for future transactions with BDO (January 25, 2023).
15. Approval to transact with the BUREAU OF INTERNAL REVENUE and submit the Alphabetical list of employees & payees, and for this purpose, to authorize Ms. Vivian Gigante or Ms. Crystal Nuestro, to act as the representative of the Corporation (January 25, 2023).
16. Approval to authorize the processing with the Bureau of Immigration (BI) the Pre-arranged Employment Visa (9G Visa), Alien Certificate of the Club’s Guest Chef, and to authorize the Human Resources Manager, Ms. Maria Lynne T. Castillo to act as the representative of the Corporation for this purpose (January 25, 2023).
17. Approval to authorize the Corporation to enter into transactions with Philam Life for the renewal of the Corporation’s group life insurance; and to authorize the General Manager Edgar F. Krohn to act as the representative of the Corporation, to do any and all acts and to sign, execute, and deliver, documents for this purpose (January 25, 2023).
18. Approval of the Club’s Budget for the year 2023 (January 25, 2023).
19. Approval for the release of the Club’s Audited Financial Statements for the year 2022 (April 14, 2023).
20. Appointment of Edgar Krohn and/or Santiago R. Elizalde, to represent CPFII in the Terrazas de Punta Fuego Village Homeowners’ Assoc.’s Annual General Membership Meeting via Zoom on May 28, 2023 (April 26, 2023).
21. Appointment of Edgar Krohn and/or Santiago R. Elizalde, to represent CPFII in the Punta Fuego Village Homeowners’ Assoc. Annual General Membership Meeting on June 11, 2023 (April 26, 2023).
22. Setting of June 15, 2023 as the record date and appointment of the members and Chairwoman of the Nomination & Election Committee for the CPFII Annual Shareholders’ Meeting via Zoom on July 15, 2023 (April 26, 2023).
23. Approval for the auction of 11 delinquent shares on June 21, 2023 (April 26, 2023).
24. Approval for the purchase of a Club vehicle assigned to the General Manager (April 26, 2023).
25. Approval for the increase in the signing limit of Group D (General Manager and Finance Director) from Php30,000.00 to Php60,000.00 (April 26, 2023).
26. Validation of proxies for the CPFII Annual Shareholders’ Meeting on July 15, 2023 (July 10, 2023).