



**CBB Reporting
Appendix BR-5
Board and Committee Meetings**



BOARD AND COMMITTEE MEETINGS
ANNUAL REPORT

NAME OF FINANCIAL INSTITUTION:

To be completed as required under Paragraphs HC-1.3.9 and BR-1.1.2A (Financing Companies) and HC-1.3.8 and BR-1.1.4 (Microfinance institutions) and submitted as an attachment to the year-end PIRFM, within 20 calendar days of the reporting date.

For the year ending		Submission date	
Signature of Authorised Official		Contact telephone number	
Position (of Authorised Official)		Contact E-mail	

Please list all Board meetings held during the calendar year, together with attendance details as specified below. Where less than four Board meetings were held, please provide an explanation as to the circumstances. Licensees that were incorporated during the calendar year in question should specify the date of their commercial registration. If necessary, please use a continuation sheet.

Date & location of meeting	Names of Directors present	Names of Directors who participated by phone/ video link	Names of directors not present

