



HOME DEVELOPMENT MUTUAL FUND BOARD INVESTMENT COMMITTEE CHARTER

I. PURPOSE

The Board Investment Committee is established to oversee investment selection and activities of the senior management and assist the Board in the development of the Fund's investment appetite.

In discharging its oversight roles, the Committee is empowered to assess, review and determine any matter brought to its attention, with full access to all books and records.

II. COMPOSITION

The Board Investment Committee shall consist of five (5) Trustees who shall be selected from among its ranks. The Committee shall be composed of a Chairman, a Vice-Chairman, and three members.

III. RESPONSIBILITIES AND DUTIES

The Investment Committee shall have the following duties and responsibilities:

1. Review the Investment policies / guidelines and the Annual Investment Plan (AIP) prepared by the Management.

Management should submit the Investment Policies and Guidelines to the Board for approval. On an annual basis; Management should prepare an annual investment plan and submit the same to the Board. The annual investment plan should include:

- a. Determination of investible funds;
 - b. Proposed asset allocation;
 - c. Analysis of market and investment options; and
 - d. Investment strategies.
2. Review and recommend specific investment transactions of Management;
 3. Review the investment ceilings for each type of instrument and asset class;
 4. Review the investment performance of Management, including but not limited to:
 - a. Assessment of cash flow;
 - b. Assessment of parameters used for investment performance (e.g. Rate of Return on Investments (ROI) and computation of collection efficiency); and
 - c. Comparison of investment performance with benchmarks.

5. Other Responsibilities:

- a. Review of new investment proposals/fund generation activities before endorsement to the Board for approval;
- b. Review policies, strategies and performance relative to investments in short-term loans, housing loans, and housing related loans;
- c. Review/recommend corporate policies and required reports on the management of assets and liabilities.

IV. MEETINGS

The Committee will meet at least monthly, every 3rd Thursday of the month, and may convene additional meetings, as circumstances may require. The Secretariat shall, upon consultation with the Chairman and Senior Management, prepare an agenda in advance of each meeting. Three (3) members present shall constitute a quorum.

The Vice-Chairman shall preside at the meeting of the Committee in the absence of the Chairman.

As and when appropriate, the HDMF Chief Executive Officer and/or other members of management may be requested to attend the Committee meetings.

V. FUNCTIONAL AND SECRETARIAT SUPPORT

The Fund Management Group shall support the BIC in the rendition of its functions, through:

1. Provision of secretariat support to the Committee;
2. Attendance by assigned personnel to Committee meetings and responsibility for recording the minutes of the meeting; and
3. Safekeeping of minutes of meetings as well as reports received from management and/or other sources, and making these available for inspection by any member of the Committee or the Board, as and when needed.

VI. REPORTING

The Chairman of the Committee may report its activities to the full Board on a regular basis and to make such recommendations with respect thereto and other matters as the Committee may deem necessary or appropriate.

VI. CHARTER REVIEW

The Board Investment Committee shall review and reassess the suitability of this Charter at least once a year, or when necessary, to align with the annual plans and targets of the Fund.

VII. EFFECTIVITY

This Charter shall take effect upon its approval.