

**CLIENT SUITABILITY ASSESSMENT**

**OBJECTIVE:** This Client Suitability Assessment (CSA) is being conducted to help the marketing personnel / investment solicitor determine the client's understanding of the risks related to investing. The marketing personnel / investment solicitor shall:

1. Make a reasonable inquiry into the client's financial situation, investment experience, and investment objectives prior to making any investment recommendations, and shall update this information as necessary;
2. Consider the appropriateness and suitability of investment recommendations or actions for the client;
3. Make a recommendation only if he reasonably believes that the recommendation is suitable to the client's financial situation, investment experience, and investment objectives.

**PART I: Basic Information**

Client Name \_\_\_\_\_ Customer No. \_\_\_\_\_

Composition of Client's Total Investments:

| Investment                                                                                          | Percentage to Total Investment |
|-----------------------------------------------------------------------------------------------------|--------------------------------|
| 1. By Type of Investment                                                                            |                                |
| a. Bank Deposits, T-Bills, BSP Special Deposit Accounts (SDA)                                       |                                |
| b. Short Term Fund / Money Market Funds                                                             |                                |
| c. Government Bonds, Retail Treasury Bonds, T-Notes                                                 |                                |
| d. Long-term Negotiable Certificates of Deposit (LTNCDs), Corporate Bonds and Notes, Tier 2 Capital |                                |
| e. Fixed Income / Bond Funds (M2M Unit Investment Trust Funds (UITFs) / Mutual Funds (MFs)          |                                |
| f. Balanced Funds (M2M UITFs / MFs )                                                                |                                |
| g. Equity Funds (M2M UITFs / MFs )                                                                  |                                |
| h. Listed Stocks                                                                                    |                                |
| i. Alternative Investments (Derivatives, Linked / Structured securities)                            |                                |
| j. Private Equities                                                                                 |                                |
| <b>TOTAL</b>                                                                                        | <b>100%</b>                    |
| 2. By Currency                                                                                      |                                |
| a. PHP                                                                                              |                                |
| b. USD                                                                                              |                                |
| c. Other Currencies (Please specify)                                                                |                                |
| <b>TOTAL</b>                                                                                        | <b>100%</b>                    |

**PART II: General Assessment (Please choose only one answer.)**

**A. Investment Needs**

- 1. Investment Objective:** What is the company's key investment objective?
- (a) To protect principal amount of investments and earn steady stream of interest income.
- (b) To preserve capital or real value of investments.
- (c) To achieve growth through a balance between interest income and capital gain over a medium term period.
- (d) To achieve significant growth or capital appreciation over the medium to long term period.

- 2. Investment Horizon:** What portion of the company's investment can be placed in medium or long term investments, i.e., more than 3 years?
- (a) 10% to 30%     (b) 40% to 60%     (c) 70% to 80%     (d) 90% to 100%

- 3. Liquidity:** Does the company have regular liquidity requirements?
- (a) The company needs to draw regular income from its investments and may use a portion of the principal in the short term.
- (b) The company does not need to draw regular income from its investments nor does it see the immediate need to use any portion of the principal in the short term.
- (c) The company has other sources of liquidity and does not see a real need to use the funds for the next 5 to 10 years.
- (d) The company has other sources of liquidity and does not see a real need to use the funds for the next 10 years.

**B. Risk Appetite**

- 1. Investment Knowledge and Experience**
- a. What is the company's knowledge and experience on investments?
- (a) Minimal. The company know bank deposits, BSP SDA, T-bills and money market placements.
- (b) Low. Outside deposits and short term government securities, the company has experience investing in money market funds such as corporate bonds and fixed income bonds.
- (c) Medium. The company has experience investing in mutual funds, UITFs, foreign currencies and direct investment in listed stocks and bonds.
- (d) High. The company has extensive experience in investing and has a broad understanding of the domestic and global capital markets in general.

- b. How many years of experience does the company have with regards to investing in securities, either directly or through a fund manager?
- (a) 1 year or less                       (b) More than 1 year up to 5 years
- (c) More than 5 years up to 10 years     (d) More than 10 years

**2. Risk Tolerance**

- a. What is the company's tolerance for risk?
- (a) The company accepts steady and minimal returns without any fluctuation in the principal amount of its investments.
- (b) The company accepts minimal fluctuations in the principal amounts of its investments for commensurate returns.
- (c) The company accepts a fair amount of fluctuation in the principal amount of its investments in order to achieve above average returns and capital growth over the medium term.
- (d) The company is prepared for a high degree of volatility and possibly losses in the principal amount of its investment for certain periods in order to achieve high returns or capital growth over a period of 5 years or more.
- b. If the value of the company's portfolio decreased by 20% in one year, how would it react?
- (a) The company will be very concerned and will immediately put its investment back to cash (i.e. in the form of deposits and/or short term government securities).
- (b) The company will be very concerned and will find safer investment outlets, which are not necessarily cash.
- (c) The company will be concerned and will review the aggressiveness of its portfolio.
- (d) The company will NOT be concerned about the short-term fluctuation of certain investments in its portfolio.
- c. What is the company's average net worth for the last 2 years?
- (a) P5M (USD100K) and below                       (b) Over P5M (USD100K) - P30M (USD600K)
- (c) Over P30M - P60M (USD1.2M)                       (d) Over P60M

**C. Client Suitability Results - Risk Profile :** \_\_\_\_\_  
*\*See backpage for risk profile guide*

**Part III: Risk Rating** (To be accomplished by the BPI Group Personnel)

Total Risk Score : \_\_\_\_\_ where,

| Answer           | No. of Answers | x Points | = Total Score per Answer |
|------------------|----------------|----------|--------------------------|
| (a)              |                | 5        |                          |
| (b)              |                | 10       |                          |
| (c)              |                | 15       |                          |
| (d)              |                | 20       |                          |
| Total Risk Score |                |          |                          |

**CLIENT ACKNOWLEDGMENT**

As the duly authorized representative/s of the company, I certify that the responses indicated on this document have been made directly by me and represent the best information about the company. I understand that it shall be used as a guide for the marketing personnel / investment solicitor to present and recommend investment alternatives to the company. I am aware that this type of investment does not provide guarantee against losses.

I hereby also agree with the investment profile indicated above and the recommendation of the marketing personnel / investment solicitor on the investment outlet suitable for the company's needs. I have read and understood the general features of the Mutual Funds including the various fees involved in this transaction and have made an informed decision to invest or consider future investments in these Mutual Funds, considering the company's risk profile.

This is also to confirm that I shall formally notify the marketing personnel / investment solicitor should there be any change in the company's risk profile.

Signature of Any Authorized Signatory of the company:

\_\_\_\_\_  
*Client's Signature over Printed Name*

\_\_\_\_\_  
*Date*

Notice to Clients Investing in Products with Lower Risks: At any time, clients may independently / directly invest in any one or more of the investment products falling within or below the stated investment risk profile of the company. All such investments made shall be understood as duly implemented out of the client's investment preference and/or direction. Any claim, suit, action, loss, damage or expense, including loss of possible profit, shall be understood to be the result of the client's decision to invest in products with lower risks.

Reminder: The CSA shall be subject to review every three (3) years or earlier should there be any change in the company's financial circumstance or preferences prior to 3 years.

**ACKNOWLEDGMENT**

*(for BIMl, Accredited Mutual Fund Distributors & Certified Investment Solicitors use only)*

We have explained to you in detail and discussed with you the (1) results of the Client Suitability Assessment, (2) basis of our recommendation, and (3) terms and conditions of the recommended investment outlet.

Checked by : \_\_\_\_\_

## RISK PROFILE GUIDE

**Up to 70 points Conservative** - an investor who, when faced with two investments with a similar expected return (but different risks), will prefer the one with lower risk. A conservative investor dislikes risk and would settle for lower but fixed returns. The overriding concern is to protect principal amount of investments and earn a steady stream of interest income.

**75 to 100 points Moderately Conservative** - an investor who seeks a relatively stable return on investment that is slightly higher than traditional term deposit and who is willing to take minor negative fluctuations in returns. Moderately conservative investors usually have to settle for modest investment growth which might make it difficult to meet long-term goals.

**105 to 130 points Moderately Aggressive** - an investor who seeks a balance between growth in capital and income and who is willing to take negative fluctuations in returns. Moderately aggressive investors want to increase the value of their portfolios while protecting their assets from the risk of minor losses.

**Over 130 points Aggressive** - growth and earning the highest returns are the main concerns of this investor. An aggressive investor is willing to take negative fluctuations in return including possible loss of initial investment.

## RISK DISCLOSURE STATEMENT

Prior to making an investment, **BPI Investment Management Inc. (BIMI)** is hereby informing you of the nature of Mutual Funds and the risks involved in investing therein. As investments generally carry different degrees of risk, it is necessary that before you make any investment, you should have:

1. Fully understood the nature of the investment in any of the Mutual Funds and the extent of your exposure to risks;
2. read this Risk Disclosure Statement completely; and
3. independently determined that the investment in any of the Mutual Funds is appropriate for you.

Enumerated and defined below are the various risks you are normally exposed in investing depending on the type of underlying assets of the Portfolio Mutual Funds do not provide guaranteed returns and are not covered by the Philippine Deposit Insurance Corporation (PDIC).

Specifically for Investment Funds, there are risks involved in investing because the value of your investment is based on the Net Asset Value per Share/Unit (NAVPS/U) of the Fund which uses a marked-to-market valuation and therefore may fluctuate daily. The NAVPS/U is computed by dividing the Net Asset Value (NAV) of the Fund by the number of outstanding shares / units. The NAV is derived from the summation of the market value of the underlying securities of the Fund plus accrued interest income less liabilities and qualified expenses.

**INVESTMENT IN THE INVESTMENT FUNDS DOES NOT PROVIDE GUARANTEED RETURNS EVEN IF INVESTED IN GOVERNMENT SECURITIES AND HIGH-GRADE PRIME INVESTMENT OUTLETS. YOUR PRINCIPAL AND EARNINGS FROM INVESTMENT IN THE FUND CAN BE LOST IN WHOLE OR IN PART WHEN THE NAVPS/U AT THE TIME OF REDEMPTION IS LOWER THAN THE NAVPS/U AT THE TIME OF PARTICIPATION. GAINS FROM INVESTMENT IS REALIZED WHEN THE NAVPS/U AT THE TIME OF REDEMPTION IS HIGHER THAN THE NAVPS/U AT THE TIME OF PARTICIPATION.**

**Your investment in any of the Mutual Funds exposes you to the various types of risks enumerated and defined hereunder:**

### Interest Rate Risk

This is the possibility for an investor to experience losses due to changes in interest rates. The purchase and sale of a debt instrument may result in profit or loss because the value of a debt instrument changes inversely with prevailing interest rates.

The Fund's portfolio, being marked-to-market, is affected by changes in interest rates thereby affecting the value of fixed income investments such as bonds. Interest rate changes may affect the prices of fixed income securities inversely i.e. as interest rates rise, bond prices fall and when interest rates decline, bond prices rise. As the prices of bonds in a portfolio adjust to a rise in interest rate, the portfolio's market value may decline.

### Market/Price Risk

This is the possibility for an investor to experience losses due to changes in market prices of securities. It is the exposure to the uncertain market value of a portfolio due to price fluctuations.

It is the risk of the Fund/Portfolio to lose value due to a decline in securities prices, which may sometimes happen rapidly or unpredictably. The value of investments fluctuates over a given time period because of general market conditions, economic changes, or other events that impact large portions of the market such as political events, natural calamities, etc. As a result, for Investment Funds, the NAVPS/U may increase to make profit or decrease to incur loss.

### Liquidity Risk

This is the possibility for an investor to experience losses due to the inability to sell or convert assets into cash immediately or in instances where conversion to cash is possible but at a loss. These may be caused by different reasons such as trading in securities with small or few outstanding issues, absence of buyers, limited buy/sell activity or underdeveloped capital market.

Liquidity risk occurs when certain securities in the Fund/Portfolio may be difficult or impossible to sell at a particular time which may prevent the withdrawal/ redemption of investments until its assets can be converted to cash. Even government securities which are the most liquid of fixed income securities may be subjected to liquidity risk particularly if a sizeable volume is involved.

### Credit Risk/Default Risk

This is the possibility for an investor to experience losses due to a borrower's failure to pay principal and/or interest in a timely manner on instruments such as bonds, loans, or other forms of security which the borrower issued. This inability of the borrower to make good on its financial obligations may have resulted from adverse changes in its financial condition, thus, lowering credit quality of the security, and consequently lowering the price (market/price risk) which contributes to the difficulty in selling such security. It also includes risk of a counterparty (a party BIMI trades with) defaulting on a contract to deliver its obligation either in cash or securities.

This is the risk of losing value in the Fund/Portfolio in the event the borrower defaults on his obligation or in the case of counterparty, when it fails to deliver on the agreed trade. This decline in the value of the Fund/Portfolio happens because the default /failure would make the price of the security go down and may make the security difficult to sell. As these happen, for Investment Funds, the Fund's NAVPS/U will be affected by a decline in value.

## Reinvestment Risk

This is the risk associated with the possibility of having lower returns or earnings when maturing funds or the interest earnings of funds are reinvested.

Investors who withdraw/ redeem and realize their gains run the risk of reinvesting their funds in an alternative investment outlet with lower yields. Similarly, BIMI is faced with the risk of not being able to find good or better alternative investment outlets as some of the securities in the Fund/Portfolio matures.

In case of a foreign-currency denominated Investment Fund or portfolio or a peso-denominated Investment Fund or portfolio allowed to invest in securities denominated in currencies other than its base currency, the Fund/Portfolio is also exposed to the following risks:

### Foreign Exchange Risk

This is the possibility for an investor to experience losses due to fluctuations in foreign exchange rates. The exchange rates depend upon a variety of global and local factors, e.g. interest rates, economic performance, and political developments.

It is the risk of the Fund/Portfolio to currency fluctuations when the value of investments in securities denominated in currencies other than the base currency of the Fund/Portfolio depreciates. Conversely, it is the risk of the Fund/Portfolio to lose value when the base currency of the Fund/Portfolio appreciates. For Investment Funds, the NAVPS/U of a Philippine Peso-denominated Fund invested in foreign currency-denominated securities may decrease when the Philippine Peso appreciates. For Investment Funds, the returns of a foreign currency denominated Fund invested in foreign currency-denominated securities may decrease when translated in Philippine Peso terms when the Philippine Peso appreciates.

### Country Risk

This is the possibility for an investor to experience losses arising from investments in securities issued by/in foreign countries due to the political, economic and social structures of such countries. There are risks in foreign investments due to the possible internal and external conflicts, currency devaluations, foreign ownership limitations and tax increases of the foreign country involved which are difficult to predict but must be taken into account in making such investments.

Likewise, brokerage commissions and other fees may be higher in foreign securities. Government supervision and regulation of foreign stock exchanges, currency markets, trading systems and brokers may be less than those in the Philippines. The procedures and rules governing foreign transactions and custody of securities may also involve delays in payment, delivery or recovery of investments.

For complex investment products, said instruments can be subject to sudden and sharp falls in market value such that you may lose your entire investment and extra funding may be required, as necessary.

### Index-Tracking Risk

Specifically for index-tracker investments, this is the risk of the portfolio not matching or not achieving a high degree of correlation with the return of an index because of operating and other fund-management related expenses.

### Other Risks

Your Fund/Portfolio may be further exposed to the risk of any actual or potential conflicts of interest in the handling of in-house or related party transactions by BIMI. These transactions may include own-bank deposits; purchase of own-institution or affiliate obligations; purchase of assets from or sales to own institution, directors, officers, subsidiaries, affiliates or other related interests/parties; or purchases or sales between fiduciary/managed accounts.

## INVESTMENT POLICY STATEMENT

### CONSERVATIVE

|   | Investment Fund        | Ccy | Asset Category | Mgt. Fee   |
|---|------------------------|-----|----------------|------------|
| 1 | ALFM MONEY MARKET FUND | PHP | Cash           | 0.50% p.a. |

### MODERATELY CONSERVATIVE

|   | Investment Fund            | Ccy | Asset Category | Mgt. Fee   |
|---|----------------------------|-----|----------------|------------|
| 1 | ALFM PESO BOND FUND        | PHP | Local Bonds    | 1.00% p.a. |
| 2 | PHILAM MANAGED INCOME FUND | PHP | Local Bonds    | 0.25% p.a. |
| 3 | PHILAM BOND FUND           | PHP | Local Bonds    | 1.50% p.a. |
| 4 | EKKLESIA MUTUAL FUND*      | PHP | Local Bonds    | 1.75% p.a. |

\* Available only to Catholic Religious Orders, congregations, associations, foundations, and schools owned by, managed by, or affiliated with, such Orders.

### MODERATELY AGGRESSIVE

|   | Investment Fund         | Ccy | Asset Category | Mgt. Fee   |
|---|-------------------------|-----|----------------|------------|
| 1 | ALFM DOLLAR BOND FUND   | USD | Foreign Bonds  | 1.25% p.a. |
| 2 | PHILAM DOLLAR BOND FUND | USD | Foreign Bonds  | 1.50% p.a. |
| 3 | PAMI GLOBAL BOND FUND   | USD | Foreign Bonds  | 2.00% p.a. |
| 4 | ALFM EURO BOND FUND     | EUR | Foreign Bonds  | 0.75% p.a. |

### AGGRESSIVE

|   | Investment Fund                                            | Ccy | Asset Category      | Mgt. Fee   |
|---|------------------------------------------------------------|-----|---------------------|------------|
| 1 | PHILAM FUND                                                | PHP | Local Balanced      | 2.00% p.a. |
| 2 | PAMI HORIZON FUND                                          | PHP | Local Balanced      | 1.80% p.a. |
| 3 | SOLIDARITAS FUND*                                          | PHP | Local Balanced      | 2.00% p.a. |
| 4 | PAMI ASIA BALANCED FUND                                    | USD | Foreign Balanced    | 2.00% p.a. |
| 5 | ALFM GLOBAL MULTI-ASSET INCOME FUND (Unitized Feeder Fund) | USD | Foreign Multi-Asset | 1.00% p.a. |
| 5 | ALFM GROWTH FUND                                           | PHP | Local Equities      | 2.00% p.a. |
| 6 | PHILAM STRATEGIC GROWTH FUND                               | PHP | Local Equities      | 2.00% p.a. |
| 7 | PHILIPPINE STOCK INDEX FUND                                | PHP | Local Equities      | 1.00% p.a. |
| 8 | PAMI EQUITY INDEX FUND                                     | PHP | Local Equities      | 1.50% p.a. |

\* Available only to Catholic parish priests and diocesan clergy, as well as associations, foundations, and schools owned by, or affiliated with, Catholic Church dioceses.