



DONATIONS POLICY

COMMUNITY INVOLVEMENT PLAN

As a member of an interdependent community, Pan Caribbean would like to assist other community members. This assistance may be in the form of time, talent and/or money. The Management of Pan Caribbean believes that individuals and corporations are responsible for finding ways to improve the communities in which they do business. As such, Pan Caribbean encourages its employees to be involved with charitable organizations within the communities they serve. Furthermore, as a leader in the community, Pan Caribbean is committed to providing a positive example to other corporations as it relates to charitable giving.

We encourage you to review the Donations Policy below and follow the guidelines to request funds for your organization. Find out how we can help your organization serve our shared community!

VISION

Pan Caribbean Financial Services Ltd. (PCFS) wants to be seen as an effective contributing member of the community within the principal areas that we operate, that is, Montego Bay, Savanna-la-Mar, Ocho Rios, Kingston and Mandeville, providing a positive example to other corporations.

MISSION

Pan Caribbean's goal is to make the communities in which we do business stronger by supporting the charitable organizations and those in need in our market areas.

HISTORY

The Hon. Maurice Facey established Pan Caribbean in 1983. His vision was to provide financial services to not only Jamaica, but also the Caribbean region, hence the name Pan Caribbean. Pan Caribbean has grown tremendously since inception and now offers a wide range of financial products and services to both corporate and individuals.

PCFS has two (2) main operating subsidiaries namely Pan Caribbean Merchant Bank Limited (PCMB) and Pan Caribbean Asset Management Limited (PCAM). PCFS offers stockbrokerage services and a wide variety of investment products at competitive rates, including GOJ Bonds, Debentures, T-Bills and LRS.

PCMB is one of Jamaica's largest foreign exchange dealers, trading actively in all major currencies at very competitive rates. PCMB also offers Super Interest Savings Account (SISA), "A" Accounts (available to overseas residents), Certificates of Deposits, Corporate Lending & Financing and Corporate Trust services.

PCAM offers three (3) segregated portfolios, Sigma Optima[®], our equity portfolio, Sigma Solution[®], our fixed income portfolio and Sigma Liberty[®] our balanced portfolio. PCAM is the largest fund in the Unit Trust industry and was ranked as the top performer for 2004 and 2005.

PCFS' head office is centrally located at 60 Knutsford Boulevard, Kingston 5 and houses its operational and support staff for PCMB and PCAM. Branches of the subsidiary PCMB are located in Mandeville, Montego Bay, Savanna-la-Mar and Ocho Rios.

Our mission is ***"To be a Caribbean Market Leader through an Efficient, Satisfied Team that delivers Quality Financial Services, thereby Maximizing Value for the benefit of Our Clients, Shareholders and Employees"***.

SCOPE

This policy applies to Pan Caribbean Financial Services Limited, its affiliates and the staff responsible for making decisions regarding charitable contributions/donations. No persons having personal interest in any organization or cause will be involved in the decision making process for a request. All requests are to be submitted to the Marketing Department for review and decision.

Pan Caribbean provides cash and product donations to non-profit organizations with a focus on community development, education, sports, health and children (see details below). Program goals are to support organizations in the communities where Pan Caribbean branches are located – Mandeville, Ocho Rios, Montego Bay, Savanna-la-Mar and Kingston.

AREAS OF FOCUS

1. Community Development

In this area, we build the goodwill of our company. For our community development projects, we will donate to reputable service organizations that have a track record of integrity. We will evaluate and ensure that the projects chosen will enhance the wider community. This will be based on the need, sustainability of the project and affordability.

2. Children

Supporting activities that enhance our children's development is another area that Pan Caribbean will focus on. We will look at assisting children's homes as well as reputable organizations and service clubs that have projects geared toward the development of children. The age group that we will focus on for this category would be up to age eighteen.

3. Education

In this area, we will concentrate primarily at the primary and tertiary levels and focus on schools in disadvantaged communities throughout the island as we recognize students as the next generation of our work force.

4. Health

We will concentrate on supporting various established health related organizations, for example, Jamaica Cancer Society, as well as our public and private hospitals. We will also continue to assist service organizations in their health related projects.

5. Sports

In this area we will sponsor the development of various sports that fall in-line with our corporate image and market niches. This will be done through reputable sporting clubs and organizations. Also, if major sporting events are happening throughout the year, Pan Caribbean will look at becoming one of the event sponsors.

AREAS NOT FUNDED

Generally, Pan Caribbean will not make contributions to certain types of requests. These include, but are not limited to the following:

- Beauty pageants and models
- Parties and stage shows
- Programs of national scope that do not specifically benefit our markets
- International organizations
- Books, research papers or articles in professional journals
- Individual pre-college schools as Pan Caribbean provides scholarships via UTECH & UWI (see below)
- Religious organizations, unless they are engaged in a significant project that benefits the community

REQUEST PROCESS

- Applications must fall within the areas of focus as outlined previously
- Applications must be written on the organization's official letterhead or stamped with the company seal and accompany the "Donation Application Form."
- Supporting documentation for the request must be provided where needed, for example, levels of sponsorship, estimates/budget.
- The "Donation Application Form" must be completed in its entirety and submitted with the official request letter to: Public Relations – Marketing Department, 60 Knutsford Boulevard, Kingston 5

APPROVAL PROCESS

The following criteria will be used when deciding to make the charitable donation:

- **Integrity of the organization or cause.** Is this a cause or organization with which our Group can be positively associated with?
- **Efficiency.** Will our decision to support the organization serve a few people or many?
- **Effectiveness.** Will distribution of the request benefit the Group and worthy cause?
- **Benefit to the Group.** Will our decision improve the quality of life for community, ultimately benefiting the Group? Will our decision fulfill our role as a good corporate citizen? Will our decision demonstrate our leadership in the community?

Once the request is received in the Marketing Department and determined to fall below \$100,000.00, it will be reviewed and a decision made accordingly. Requests are reviewed on a weekly basis. All requests falling above \$100,000 will be taken to the Review Committee (outlined below), which meets on a monthly basis.

A response will be communicated either verbal or written within ten (10) working days.

REVIEW COMMITTEE

- The mandates for the Committee include fostering good community involvement, maintaining confidentiality, impartiality and ensure quick decision-making.
- The Committee consists of the President & CEO, Marketing Senior Manager/Manager, Client Services AVP/Senior Manager.
- The Committee will meet monthly to consider donations of more than One Hundred Thousand Dollars (\$100,000.00)
- Donations approved by the President & CEO will not be presented to the Committee

EDUCATION AND SCHOLARSHIPS

Besides donating to local organizations, Pan Caribbean also has a specific program to support educational initiatives. Pan Caribbean offers scholarships totaling Two Million Dollars (\$2,000,000.00) each year. These are offered primarily through, the University of the West Indies and the University of Technology. The criteria includes:

- Individuals must already be enrolled in one of the respective institutions;
- Applications can be collected from The Office of the Student Services;
- Applications must be addressed to: The Office of the Student Services of the respective University

PAN CARIBBEAN'S CONTACT INFORMATION

- Website: <http://www.gopancaribbean.com>
- E-mail: options@gopancaribbean.com
- Telephone: Public Relations - Senior Officer, Marketing Department: 929-5583/4, 1-888 CALL PAN (225-5726)
- Address: c/o Public Relations – Marketing Department, 60 Knutsford Boulevard, Kingston 5

REPORTING

On an ongoing basis, the Committee will be informed of the total proceeds pledged and benefits attained from the donations previously made.

CERTIFICATION

Pan Caribbean Financial Services Limited directors at a duly called meeting held on _____ adopted the foregoing.

Donovan Perkins
President & CEO