# Schedule 3 FORM ECSRC – MC

# NOTIFICATION OF MATERIAL CHANGE PURSUANT TO SECTION 98(3) OF THE SECURITIES ACT, 2001

Date of Report 25th Oct 2023				
1st.National.Bank.St.Lucia.Ltd				
(Exact name of reporting is	ssuer as specified in its charter)			
Territory and date of Incorporation - 31st Dec 1937				
Issuer Registration Number:	SLCB31121937SL			
	dge Street			
(Address of	principal office)			
Reporting issuer's:				
Telephone number (including area code):	(758) 455-7000			
Fax Number: (758) 453-1630				
E-mail address: manager@1stnationalbankslu.com				
	,			
(Former name or former addi	ress, if changed since last report)			
Set out all relevant information relating	ng to material change(s) in the company.			
Please be advised of the following Executive appe				
(1) Debbie Phillip, Chief Financial Officer as of 2	(1) Debbie Phillip, Chief Financial Officer as of 21st August 2023			
(2) Samuel Agiste, Chief Investment Officer as of 22nd August 2023				
(3) Nadia W. Alcide, Chief People Officer as of 16th October 2023				

# **SIGNATURES**

A Director and the Chief Executive Officer or Corporate Secretary shall sign the Notification of Material Change Report on behalf of the company. By so doing each certifies that he has made diligent efforts to verify the material accuracy and completeness of the information herein contained.

Name of Chief Executive Officer/Corporate Secretary:

Name of Director:

Lisa-D. Evans

Signature

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Nigel A. Fulgence

Signature

Date

#### **INFORMATION TO BE INCLUDED IN FORM ECSRC - MC**

# 1. Changes in Control of Reporting Issuer.

- (a) If, to the knowledge of management, a change in control of the reporting issuer has occurred, state the following:
- (i) Name of the person(s) who acquired such control.
- (ii) The amount and the type of the consideration used by such person(s).
- (iii) The basis of the control.
- (iv) The date and a description of the transaction(s) which resulted in the change in control.
- (v) The percentage of voting securities of the reporting issuer now beneficially owned directly or indirectly by the person(s) who acquired control.
- (vi) The identity of the person(s) from whom control was assumed.
- (vii) State the terms of any loans or pledges obtained by the new control group for the purpose of acquiring control, and the names of the lenders or pledges.
- (viii) Any arrangements or understandings among members of both the former and new control groups and their associates with respect to election of directors or other matters should be described.

# 2. Acquisition or Disposal of Assets of Reporting Issuer.

- (a) Where the reporting issuer or any of its subsidiaries has acquired or disposed of a significant amount of assets, otherwise than in the ordinary course of business, furnish the following information:
- (i) The date and manner of the acquisition or disposal and a brief description of the assets involved.
- (ii) The nature and amount of consideration given or received therefor. Outline the principle followed in determining the amount of such consideration.
- (iii) In the case of a disposal, the excess or deficit of the proceeds over or under the book value of the asset.
- (iv) The identity of the person(s) from whom the assets were acquired or to whom they were sold. Describe the nature of any material relationship between such person(s) and the reporting issuer or any of its affiliates, any director or officer of the reporting issuer, or any associate of any such director or officer.
- (v) In the case of a director or officer, include the office held.
- (vi) If the transaction being reported is an acquisition, identify the source(s) of the funds used unless all

or any part of the consideration used is a loan made in the ordinary course of business by a bank. In such a case, the identity of the bank shall be omitted provided a request for confidentiality has been made.

- (vii) Financial statements of the business acquired shall be filed for the previous two financial years, or from incorporation, whichever is shorter.
- (b) If any assets so acquired by the reporting issuer or its subsidiaries constituted plant, equipment or other physical property, state the nature of the business in which the assets were used by the vendors. Indicate what use the reporting issuer will make of the newly acquired property.
- (c) Provide all relevant information concerning:
- (i) any transaction between any reporting issuer and any wholly-owned subsidiary of such person;
- (ii) any transaction between two or more wholly-owned subsidiaries of any reporting issuer; or
- (iii) the redemption or other acquisition of securities from the public, or the sale or other disposal of securities to the public, by the issuer of such securities.

### 3. Bankruptcy of Reporting Issuer.

- (a) If the firm has filed for bankruptcy, identify the circumstances resulting in such bankruptcy. Describe any plan of reorganisation or liquidation and the identity of the receiver, fiscal agent or similar officer and date of appointment.
- (b) If an order confirming a plan of reorganisation, arrangement or liquidation has been entered by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the reporting issuer or its parent, provide the following:
- (1) the identity of the court or governmental authority;
- (2) a copy of the court order or other order;
- (3) a fair summarisation of the material features of the plan;
- (4) the number of shares or other units of the reporting issuer or its parent issued and outstanding, the number reserved for future issuance in respect of claims and interests filed and allowed under the plan, and the aggregate total of such numbers; and
- (5) information as to the assets and liabilities of the reporting issuer or its parent as of the date the order confirming the plan was entered, or a date as close thereto as practicable. Such information may be presented in the form in which it was furnished to the court or governmental authority.

#### 4. Changes of Reporting Issuers Auditor

(a) If an independent auditor who was previously engaged as the principal auditor to audit the reporting issuers financial statements, or an independent auditor upon whom the principal auditor expressed reliance in its report regarding a significant subsidiary, resigns, (or declines to stand for re-election after the completion of the current audit) or is dismissed, provide all necessary information. Describe

circumstances surrounding such change. Include reasons and any other pertinent information.

- (b) If a new independent auditor has been engaged as either the principal auditor to audit the reporting issuers financial statements or as an independent auditor on whom the principal auditor has expressed, or is expected to express, reliance in its report regarding a significant subsidiary, provide details about the new auditor. Give details including name of new auditor, relevant experience and other pertinent details.
- (c) The resignation or dismissal of an independent auditor, or its declination to stand for re-election, is a reportable event separate from the engagement of a new independent auditor. On some occasions two reports on Form ECSRC MC will be required for a single change in auditors, the first on the resignation (or declination to stand for re-election) or dismissal of the former auditor and the second when the new auditor is engaged. Information required in the second Form ECSRC MC in such situations need not be provided to the extent it has been previously reported in the first such Form ECSRC MC.

## 5. Change in Executive Officers and Other Key Personnel of the Company

(a) If a new executive officer or other key personnel have been appointed, complete and submit Form ECSRC –MC, along with a completed biographical profile form for each new appointee using the template identified in appendix 1.

#### 6. Change in Directorate of Reporting Issuer

# (a) Appointments

If a new director has been elected, complete and submit the Form ECSRC – MC, along with a completed biographical profile form for each new director, using the template identified in Appendix 2.

# (b) Resignations/Removals

- (i) If a director has resigned or declined to stand for re-election to the board of directors since the date of the last annual meeting of shareholders because of a disagreement with the reporting issuer on any matter relating to the reporting issuers operations, policies or practices, or if the director has been removed for cause from the Board of Directors, disclose the following information:
- a. the date of such resignation, declination to stand for re-election or removal;b. any position held by the director on any committee of the board of directors at the time of the director's resignation, declination to stand for re-election or removal;
- c. a brief description of the circumstances representing the disagreement that the reporting issuer believes caused, in whole or in part, the director's resignation, refusal to stand for re-election or removal.
- (ii) If the director who has resigned or declined to stand for re-election to the board of directors has furnished the reporting issuer with any written correspondence concerning the circumstances surrounding his/her disagreement with the reporting issuer on any matter relating to the reporting issuer's operations, policies or practices and requested that the matter be disclosed, the reporting issuer shall prepare and submit a summary of the directors description of the disagreement and file a copy of the Form ECSRC-

#### MC.

(iii) If the reporting issuer disputes the description provided by the director as being incorrect or incomplete, it may include a brief statement presenting its position on the matter.

### 7. Alternation of reporting issuers constitution

- (a) If a reporting issuer amends its articles of incorporation or by-laws, disclose the following information:
- a. The effective date of the amendment; and
- b. A description of the provision adopted or changed by amendment and, if applicable, the previous provision.
- (i) If the reporting issuer had changed its fiscal year from that used in its most recent filing with the Commission other than by means of:
- a. A submission to a vote of security holders; or
- b. An amendment to its articles of incorporation or by-laws

Disclose the date of such determination, the date of the new fiscal year end and the date on which the form on which the report covering the transition period will be filed.

#### 8. Changes or proposed changes in the capital structure of reporting issuer

Private sales of securities amounting to or in excess of 5 per cent of a reporting issuer's outstanding shares of that class would be reported under this item. Public offerings registered with the Commission need not be disclosed under this item. Investors can use the information provided under this item to determine the amount of capital raised by the reporting issuer as well as the potential dilutive effect of reported private sales.

#### 9. Changes in rights attaching to a class of securities of reporting issuer

A reporting issuer must disclose material changes to instruments that define the rights of shareholders (such as a company's governing documents) or material limitations on the rights of security holders that result from the issuance or modification of another class of securities. Examples of such changes could include loan terms restricting dividend payments or the issuance of preferred stock.

### 10. Other reportable material events

A reporting issuer may report any events that are material to the company's operations but are not specifically required elsewhere in the ECSRC-MC.

# APPENDIX 1 BIOGRAPHICAL DATA FORMS EXECUTIVE OFFICERS AND OTHER KEY PERSONNEL OF THE COMPANY

Name:

Nadia Weeks Alcide

Position:

Chief People Officer

Mailing Address:

P.O Box CP5683, Castries

Telephone No.:

758 -718 2902

List jobs held during past five years (including names of employers and dates of employment). Give brief description of **current** responsibilities.

Employer Name	Position	Start Date	End Date	Brief Description of Responsibilities
Saint Lucia Bureau of Standards	Head of Department - Human Resource and Training	2022-07-01		Responsible for developing and executing the HR strategy in support of the overall objectives of the Saint Lucia Bureau of Standards.  Key contributions:  ? Accountable for the development and implementation of major personnel programs.  ? Maintain the compensation and benefits programs.  ? Oversee the recruiting, selection, and

onboarding process. ? Provide guidance on restructuring and organizational design. ? Oversee the payroll function in collaboration with the Finance Department. ? Provide strategic leadership by articulating the HR needs and generate the appropriate work plan and budget. ? Manage the Performance Management function including the Performance Development Plans and training. ? Serve as a member of the collective bargaining negotiations team. ? Serve as an integral member of the annual management review team as

			part of the Quality Management System process.  ? Coordinate the training and development function for the organization.  ? Newly assigned project: ? 5-year Strategic Plan 2023 to 2028 – SLBS.
BOSLIL Bank Limited	Human Resource Consultant	2017-01-31	Bank of Saint Lucia International Limited was a subsidiary of the Eastern Caribbean Financial Holdings (ECFH) Group. The company was sold on 10th March 2017 to PROVEN Investments Limited and is now registered under the name Boslil Bank Limited. Previously, the HR functions were managed by the Human Resources Department at ECFH. Those functions are now being managed

internally at
Boslil Bank
Limited under a
service
agreement.

Key contributions:

- ? Advised the CEO on the internal communication strategy to manage the transition process.
- ? Advised management on employee related matters, such as severance, notice and redundancy;
- ? Recruitment and Selection services.
- ? Compensation Management.
- ? Job analysis. Preparation of Job Descriptions and Specifications.
- ? Advised on Industrial Relations matters.
- ? Preparation of HR policies for inclusion in an

		Employee Handbook.
		? Advised on all Leave Administration.
		? Advised on Employee Benefits, such as Group Pension Plan, Group Health and Medical Plan and BUPA Plan.
		? Preparation of Training and Development Plan:
		? Preparation and execution of both in-house and external training.
		? Preparation of employee monthly payroll for all employees.
		? Advised on Performance Management System.
		? Serve as Administrator of the Group Medical Plan.

I	Education (degrees or other academic qualifications, schools attended, and dates):			

Academic Qualification	School Attended	Start Date	End Date
Also a Director of the cor	mpany Yes	X-No	
If retained on a part time b	asis, indicate amount of tin	me to be spent dealing with	company matters:
9			

Use additional sheets if necessary.

# APPENDIX 1 BIOGRAPHICAL DATA FORMS EXECUTIVE OFFICERS AND OTHER KEY PERSONNEL OF THE COMPANY

Name:

Debbie Phillip

Position:

Chief Financial Officer

Mailing Address:

P.O. Box GM958, Castries

Telephone No.:

(758) 487-5698

List jobs held during past five years (including names of employers and dates of employment). Give brief description of **current** responsibilities.

		T	T	r
Employer Name	Position	Start Date	End Date	Brief Description of Responsibilities
Grant Thornton	Audit Manager	2021-06-01		Responsibilities included the following:  • Similar to that of KPMG.  • Review of tax in
Crowe Howarth Jamaica	Audit Manager	2019-10-01		Responsibilities and functions were similar with that of KPMG. Additional functions included the following:

				• Review and comp utation of tax in
KPMG Barbados and Eastern Caribbean	Audit Manager	2017-06-01		Performed the following functions:  • Managed a portfolio of engage ments from various industries including financial
				• Reviewed of controls,
			,	• Applied key standards such as IFRS 9 Financial

			<ul> <li>Managed at least three to four audits at one time consisting of teams of two to four</li> </ul>
KPMG Barbados and Eastern Caribbean	Audit Manager	2017-06-01	Performed the following functions:  • Managed a portfolio of engage ments from various industries including financial  • Reviewed of controls,

			<ul> <li>Applied key standards such as IFRS 9 Financial</li> <li>Managed at least three to four audits at one time consisting of teams of two to four</li> </ul>
KPMG Barbados and Eastern Caribbean	Audit Manager	2017-06-01	Performed the following functions:  • Managed a portfolio of engage ments from various

		industries including financial
		• Reviewed of controls,
		• Applied key standards such as IFRS 9 Financial
		Managed
		at least three to four audits at one time consisting of teams of two to four
		•

Education (degrees or other academic qualifications, schools attended, and dates):

Academic Qualification	School Attended	Start Date	End Date		
Also a Director of the company Yes X-No					
If retained on a part time basis, indicate amount of time to be spent dealing with company matters:					

Use additional sheets if necessary.

# APPENDIX 1 BIOGRAPHICAL DATA FORMS EXECUTIVE OFFICERS AND OTHER KEY PERSONNEL OF THE COMPANY

Name:

Samuel Agiste

Position:

**Chief Investment Officer** 

Mailing Address:

P. O. Box CP5824, Castries

Telephone No.:

(758) 485-1776

List jobs held during past five years (including names of employers and dates of employment). Give brief description of **current** responsibilities.

Employer Name	Position	Start Date	End Date	Brief Description of Responsibilities
1st National Bank St. Lucia Limited	Manager, Finance	2020-08-01		Provide coaching, leadership and oversight for a Team of eight in the Finance, Planning, Accounting and Investment unit.  • Spearhead the human resource
				<ul> <li>Manage the Bank's pension portfolio in</li> </ul>

ſ	I	1	 	1
				• Value unlisted equity
			,	• Prepared the
				• Currently
				<ul> <li>Organize market research and analyses to determine optimal product pricing.</li> <li>Manage the Bank's liquidity; prepare cash flow forecasts; conduct stress testing on the</li> </ul>

T			
			• Manage the Treasury operations of the Bank to ensure optimal use and
			• Initiate and review the docu mentation of the
		·	• Spearhead the strategy d
			• Timely
			• Review of the monthly
			• Liaise with

Y	1	1	1	. 1
				external
				auditors
				and
				manage
				the annual
				and
				interim
				audits, as
				well as
				the audit
				of the
				Pension
				Fund.
				• Prepare,
		ý.		review,
				supervise
				Central
				Bank
				regulatory
				reporting.
				• Prepare,
				review
				and
				present
				reports
				for the
				monthly
				Asset
				1
				Liability
				• Present to
				the
				Finance
				,
				Monitor
				the
				operations
				of daily,
				monthly
				and
				and

			annual financial processes.  Review and update various policies and plans, including the
			• Key role in the Bank's
			<ul><li>Part of the</li></ul>
First Citizens Investment Services	Manager, Business Operations (Branch Supervisor)	2011-06-01	Provided leadership to the Operations Team, towards the achievement of business objectives and the improvement of employee engagement.
			• Formed part of the interview

		panel in the
		<ul> <li>Formed part of the strategic planning Team.</li> <li>Planned and executed the strategic direction of the</li> </ul>
		• Ensured
		<ul> <li>Provided input and took part in the deci</li> </ul>
		<ul> <li>Provided oversight, reviewed and analyzed the overall operations of the business.</li> </ul>

			• Reviewed the operations of the ECCU offices against the requirements of the new repo guidelines issued by the Eastern Caribbean Securities
,		,	<ul> <li>Provided advice to investors and issuers with regard to</li> </ul>

Education (degrees or other academic qualifications, schools attended, and dates):

Academic School Attended Start Date End Date  Qualification	
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Also	a	Director	of	the	company	Y	es
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X-No

If retained on a part time be	asis, indicate amount of time to be sper	it dealing with company matters:
	2	

Use additional sheets if necessary.