



INTEROFFICE MEMORANDUM

To: Audit Committee

From: Mary Hom
Chief Risk Officer

Date: November 18, 2024

Re: Internal Audit Plan – First Quarter 2025

The proposed projects for the first quarter of 2025 are as follows:

- Business Continuity Plan/Annual Review (advisory)
- Succession Plan/Annual Review (advisory)
- Code of Ethics (annual employee certification)
- Investments (continuous monitoring)
- Employee Expenses (implementation of continuous monitoring)
- Ongoing initiatives:
 - AI Working Group
 - PII Working Group

Action by Members of the Audit Committee:

The Members of the Audit Committee are requested to approve the First Quarter 2025 Internal Audit Plan.