



**RELATED PARTY TRANSACTIONS COMMITTEE  
SELF-ASSESSMENT FORM**  
(January 1 to December 31, 2020)

**Assessment Objective:**

This Board Committee Self-Assessment form is intended to assess the performance of the members of the Related Party Transactions Committee in the discharge of the responsibilities as prescribed in the Revised Corporate Governance Manual, Board Committee Charter and SEC's Code of Corporate Governance to determine ways to enhance the board committee's future effectiveness.

The assessment is focused on two (2) key areas:

1. Committee Composition
2. Committee Responsibilities

**INSTRUCTIONS**

Please go over each statement carefully and answer using the following scale:

Scale	Rating	Category
1	NS	Not at all Satisfied
2	SS	Slightly Satisfied
3	S	Satisfied
4	MS	Moderately Satisfied
5	VS	Very Satisfied

**Note:** Please check (✓) the appropriate box to indicate your rating.

*If you rated an item with 1 (Not at all Satisfied) or 2 (Slightly Satisfied), please state your reason on the space provided below for comments and suggestions so it can be addressed.*

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<b>RELATED PARTY TRANSACTIONS COMMITTEE OF ALTUS PROPERTY VENTURES, INC.</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>COMMENTS/SUGGESTIONS</b>
	NS	SS	S	MS	VS	
<b>A. Committee Composition</b>						
1. The Related Party Transactions Committee has at least three (3) Non-Executive Directors.						
2. One of the Committee member is an Independent Director.						
<b>B. Committee Responsibilities</b>						
1. Establish policy on MRPTs that promotes transparency and ensure that transactions occur under conditions that protect the rights of all stakeholder.						
2. Evaluate on an ongoing basis existing relations between and among businesses and counterparties to ensure that all related parties are continuously identified, MRPTs are monitored, and subsequent changes in relationships with counterparties (from non-related to related and vice versa) are captured.						
3. Evaluate all MRPTs to ensure that these are not undertaken on more favorable economic terms (e.g. price, commissions, interest rates, fees, tenor, collateral requirements) to such related parties than similar transactions with non-related parties under similar circumstances and that no corporate business resources of the company are misappropriated or misapplied, and to determine any potential reputational risk issues that may arise as a result of or in connection with the transactions.						
4. Ensure that appropriate disclosure is made, and/or information is provided to regulating and supervising authorities relating the company's MRPT exposures reviewed and approved during the year including unusual or infrequently occurring transactions, and policies on conflicts of interest or potential conflicts of interest. The disclosure shall include information on the approach to managing material conflicts of interest that are inconsistent with such policies, and conflicts that could arise as a result of the company's affiliation or transactions with other related parties.						

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5. Report to the Board of Directors on a regular basis, the status and aggregate exposures to each related party, as well as the total amount of exposures to all related parties.						
6. Ensure that transactions with related parties, including write-off of exposures are subject to periodic independent review or audit process.						
7. Oversee the implementation of the system for identifying, monitoring, measuring, controlling and reporting MRPTs, including periodic review of RPT policies and procedures.						

*If you rated an item with 1 (Not at all Satisfied) or 2 (Slightly Satisfied), please state your reason on the space provided below for comments and suggestions so it can be addressed.*

**Accomplished by:**

**Date Accomplished:**

\_\_\_\_\_  
Printed Name and Signature

\_\_\_\_\_