# ANNUAL CORPORATE GOVERNANCE REPORT (SEC FORM-ACGR) FOR YEAR 2016

# EMPERADOR INC.

7th Floor, 1880 Eastwood Avenue, Eastwood City CyberPark, 188 E. Rodriguez Jr. Avenue Bagumbayan, 1110 Quezon City
Tel. No. 709-2038 to 41 Fax No. 709-1966

# **SECURITIES AND EXCHANGE COMMISSION**

# **SEC FORM – ACGR**

# ANNUAL CORPORATE GOVERNANCE REPORT

- 1. Report is Filed for the Year 2016
- 2. Exact Name of Registrant as Specified in its Charter **EMPERADOR INC.**
- 7<sup>th</sup> Floor, 1880 Eastwood Avenue, Eastwood City CyberPark, 188 E. Rodriguez Jr. Avenue, Bagumbayan, Quezon City Address of Principal Office

<u>**1110</u>** Postal Code</u>

4. SEC Identification Number A200117595

5. (SEC Use Only)

**Industry Classification Code** 

- 6. BIR Tax Identification Number 214-815-715-000
- 7. (632) 709-2038 to 40

Issuer's Telephone number, including area code

8. **N/A** 

Former name or former address, if changed from the last report

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#### A. BOARD MATTERS

#### 1) Board of Directors

Number of Directors per Articles of Incorporation	Seven (7)
Actual number of Directors for the year	Seven (7)

#### (a) Composition of the Board

Complete the table with information on the Board of Directors:

Director's Name	Type [Executive (ED), Non- Executive (NED) or Independent Director (ID)]	If nominee, identify the principal	Nominator in the last election (if ID, state the relationship with the nominator)	Date first elected	Date last elected (if ID, state the number of years served as ID) <sup>1</sup>	Elected when (Annual /Special Meeting)	No. of years served as director
Andrew L. Tan	ED	N/A	-	28 Aug 2013	16 May 2016	Annual Stockholders' Meeting	<u>3</u>
Winston S. Co	ED	N/A	-	28 Aug 2013	16 May 2016	Annual Stockholders' Meeting	<u>3</u>
Katherine L. Tan	ED	N/A	-	28 Aug 2013	16 May 2016	Annual Stockholders' Meeting	<u>3</u>
Kingson U. Sian	NED	N/A	-	28 Aug 2013	16 May 2016	Annual Stockholders' Meeting	<u>3</u>
Kendrick Andrew L. Tan	ED	N/A	-	28 Aug 2013	16 May 2016	Annual Stockholders' Meeting	<u>3</u>
Alejo L. Villanueva, Jr.	ID	N/A	- no relationship	28 Aug 2013	16 May 2016	Annual Stockholders' Meeting	<u>3</u>
Enrique M. Soriano	ID	N/A	- no relationship	16 May 2016	16 May 2016	Annual Stockholders' Meeting	<u>1</u>

(b) Provide a brief summary of the corporate governance policy that the board of directors has adopted. Please emphasis the policy/ies relative to the treatment of all shareholders, respect for the rights of minority shareholders and of other stakeholders, disclosure duties, and board responsibilities.

The Company believes that good corporate governance is a necessary component of what constitutes sound strategic business management. The Company commits to undertake every effort to create awareness within the organization of good corporate governance principles as embodied in its Manual for Corporate Governance.

The Board respects the rights of stockholders as provided in the Corporation Code, such as right to vote on all matters that require their consent or approval, right to inspect, right to information and appraisal right. The Board takes appropriate steps to remove excess or unnecessary costs and other administrative impediments to allow all stockholders meaningful participation in meetings. It likewise ensures that accurate and timely information is made available to stockholders to enable them to make a sound judgment on all matters for their consideration and approval.

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<sup>&</sup>lt;sup>1</sup>Reckoned from the election immediately following January 2, 2012.

# (c) How often does the Board review and approve the vision and mission?

The Company periodically reviews the vision and mission of the organization. The review, while not formally done, is incorporated during the Company's annual strategic planning for the coming year's plans and programs.

#### (d) Directorship in Other Companies

## (i) Directorship in the Company's Group<sup>2</sup>

Identify, as and if applicable, the members of the company's Board of Directors who hold the office of director in other companies within its Group:

Director's Name	Corporate Name of the Group Company	Type of Directorship (Executive, Non-Executive, Independent). Indicate if director is also the Chairman.
Andrew L. Tan	Alliance Global Group, Inc.	Executive, Chairman
	Emperador Distillers, Inc.	Non-Executive, Chairman
	The Bar Beverage, Inc.	Executive, Chairman
	Alcazar De Bana Holdings Company, Inc.	<u>Non-Executive</u>
	Cocos Vodka Distillers Philippines, Inc.	Executive, Chairman
	Emperador International, Ltd.	Non-Executive, Chairman
Winston S. Co	Alliance Global Group, Inc.	Non-Executive
	Emperador Distillers, Inc.	Executive
	Anglo Watsons Glass, Inc.	Non-Executive, Chairman
	The Bar Beverage, Inc.	Non-Executive
	Cocos Vodka Distillers	<u>Executive</u>
	Philippines, Inc.	
Kingson U. Sian	Alliance Global Group, Inc.	Executive
Katherine L. Tan	Alliance Global Group, Inc.	Executive
	Emperador Distillers, Inc.	Executive
	Alcazar De Bana Holdings	Non-Executive
	Company, Inc.	
	Cocos Vodka Distillers Philippines, Inc.	<u>Executive</u>
Kendrick Andrew L. Tan	Emperador Distillers, Inc.	Executive
	Anglo Watsons Glass, Inc.	Executive
	The Bar Beverage, Inc.	Non-Executive
	Alcazar De Bana Holdings  Company, Inc.	Executive, Chairman
	Cocos Vodka Distillers Philippines, Inc.	Non-Executive
Alejo L. Villanueva, Jr.	Alliance Global Group, Inc.	Independent

# (ii) Directorship in Other Listed Companies

Identify, as and if applicable, the members of the company's Board of Directors who are also directors of publicly-listed companies outside of its Group:

Director's Name	Name of Listed Company	Type of Directorship (Executive, Non-Executive, Independent). Indicate if director is also the Chairman.
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<sup>&</sup>lt;sup>2</sup> The Group is composed of the parent, subsidiaries, associates and joint ventures of the company.

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Andrew L. Tan	Megaworld Corporation	Chairman, Executive
	Global-Estate Resorts, Inc.	Chairman, Executive
	Empire East Land Holdings, Inc.	Chairman, Executive
	Travellers International Hotel	Non-Executive
	Group, Inc.	
Kingson U. Sian	Travellers International Hotel	Executive
	Group, Inc.	
	Megaworld Corporation	Executive
Katherine L. Tan	Megaworld Corporation	Executive
Alejo L. Villanueva, Jr.	Suntrust Home Developers, Inc.	Independent
	Empire East Land Holdings, Inc.	Independent
Enrique M. Soriano III	<u>Travellers International Hotel</u>	<u>Independent</u>
	Group, Inc.	

(iii) Relationship within the Company and its Group -

Provide details, as and if applicable of any relation among the members of the Board of Directors, which links them to significant shareholders in the company and/or in its group:

Director's Name	Name of the Significant Shareholder	Description of the relationship
Andrew L. Tan	Alliance Global Group, Inc.	Chairman and CEO
Katherine L. Tan	Alliance Global Group, Inc.	Director and Treasurer
Winston S. Co	Alliance Global Group, Inc.	<u>Director</u>
Kingson U. Sian	Alliance Global Group, Inc.	President and Director

Andrew L. Tan and Katherine L. Tan are spouses. Kendrick Andrew L. Tan is their son.

(iv) Has the company set a limit on the number of board seats in other companies (publicly listed, ordinary and companies with secondary license) that an individual director or CEO may hold simultaneously? In particular, is the limit of five board seats in other publicly listed companies imposed and observed? If yes, briefly describe other guidelines:

	Guidelines	Maximum Number of Directorships in other companies
Executive Director	N/A	
Non-Executive Director	N/	A
CEO	N/	A

The Company has not set a limit on the number of board seats that its Executive Directors, Non-Executive Directors and CEO may hold in other companies. The Company allows its directors to serve in its subsidiaries and affiliates with oversight functions. For Independent Directors, the Company observes the limitation set forth in <u>SEC Circular Memorandum No. 19 Series of 2016</u> and has not elected any Independent Director with more than five directorships within the Group.

#### (c) Shareholding in the Company

Complete the following table on the members of the company's Board of Directors who directly and indirectly own shares in the company:

Name of Director	Number of Direct shares	Number of Indirect shares / Through (name of record owner)	% of Capital Stock
Andrew L. Tan	1	0	0.00%
Winston S. Co	1	0	0.00%
Katherine L. Tan	1	0	0.00%

Kingson U. Sian	1	0	0.00%
Kendrick Andrew L. Tan	1	0	0.00%
Alejo L. Villanueva, Jr.	1	0	0.00%
Enrique M. Soriano III	1	0	0.00%

#### 2) Chairman and CEO

(a)	Do different persons assume the role of Chairman of the Board of Directors and CEO? If no, descr	ibe the
	checks and balances laid down to ensure that the Board gets the benefit of independent views.	

Yes	/	No	

Identify the Chair and CEO:

Chairman of the Board	Andrew L. Tan
President and CEO	Winston S. Co

# (b) Roles, Accountabilities and Deliverables

Define and clarify the roles, accountabilities and deliverables of the Chairman and CEO.

	Chairman	Chief Executive Officer
Role	Ensure that the meetings of the Board are held in accordance with the by-laws or as the Chair may deem necessary.  Supervise the preparation of the agenda of the meeting in coordination with the Corporate Secretary, taking into consideration the suggestions of the President, Management and the directors.  Maintain qualitative and timely lines of communication and information between the Board and Management.	General supervision of the business affairs and property of the Company  See to it that all orders and resolutions of the Board are carried into effect  Perform such duties as may be assigned to him by the Board
Accountabilities	To the Board and Management	To the stockholders and the Board
Deliverables	<ul> <li>Agenda of the meetings</li> <li>Minutes of Stockholders' Meetings</li> <li>Various regulatory submissions that may require the signature of the Chairman of the Board of Directors.</li> </ul>	Report of the yearly operations of the Company and the state of its affairs to the Board and the stockholders

3) Explain how the board of directors plans for the succession of the CEO/Managing Director/President and the top key management positions?

The Company's senior officers work closely with the CEO and the President and under the guidance of the Board of Directors to ensure that they are given ample training and experience in running the Company. This approach exposes the senior officers to the day-to-day demands of Company operations.

#### 4) Other Executive, Non-Executive and Independent Directors

Does the company have a policy of ensuring diversity of experience and background of directors in the board? Please explain.

The membership of the Board is a combination of executive and non-executive directors (which includes independent directors) in order that no director or small group of directors can dominate the decision-making process. The non-executive directors should possess such qualifications and stature that would enable them to effectively participate in the deliberations of the Board. The Nomination Committee evaluates the nominees for election as directors to ensure that there is diversity of experience and- backgrounds. This is part of the duty of the Nomination Committee when they pre-screen and shortlist the nominees for election as directors.

Does it ensure that at least one non-executive director has an experience in the sector or industry the company belongs to? Please explain.

The non-executive directors possess such qualifications and stature that would enable them to effectively participate in the deliberations of the Board. Additional qualifications include a practical understanding of the business of the Company and membership in a relevant industry, business or professional organization. The Nomination Committee also ensures that there is diversity of experience and backgrounds in the Board.

Define and clarify the roles, accountabilities and deliverables of the Executive, Non-Executive and Independent Directors:

	Executive	Non-Executive	Independent Director
Role	Involved in operational and day-to-day affairs of the Company	Oversees the performance of Executive directors	Acts as check and balance within the Board. Acts as chairman of the various committees
Accountabilities	To the Board and management to ensure that lines of communication are open	To the stockholders	To the stockholders
Deliverables	Reports to the Board on operational matters of the Company	Review and evaluate executive directors' recommendations	As members of the Audit Committee, performs oversight functions over the financial reporting process, risk management and internal control and internal audit.

Provide the company's definition of "independence" and describe the company's compliance to the definition.

The Company defines "independence" as freedom from any business, family, professional, or other relationship that could, or could reasonably be perceived to, materially interfere with an officer's independent judgment in carrying out responsibilities. The Company complies with this view of independence by ensuring that the independent directors elected not only meet the professional criteria of competence but also are able to freely profess their views on the policies and operations of the Company untainted or unhampered by any relationship or other considerations other than what is best for the Company, its stockholders, and the community where the Company operates.

The Company's Manual of Corporate Governance provides that the Board should be composed of at least two (2) independent directors and the Corporation has complied with this.

Does the company have a term limit of five consecutive years for independent directors? If after two years, the company wishes to bring back an independent director who had served for five years, does it limit the term for no more than four additional years? Please explain.

The Company has adopted the guidelines set by the SEC in the term limits of independent directors. Consistent with <u>SEC Memorandum Circular No. 19, Series of 2016</u>, the Board's independent Directors should serve for a maximum cumulative term of nine years.

- 5) Changes in the Board of Directors (Executive, Non-Executive and Independent Directors)
  - (a) Resignation/Death/Removal

Indicate any changes in the composition of the Board of Directors that happened during the period:

Name	Position	Date of Cessation	Reason
Miguel B. Varela	Independent Director	May 16, 2016	End of term

(b) Selection/Appointment, Re-election, Disqualification, Removal, Reinstatement and Suspension

Describe the procedures for the selection/appointment, re-election, disqualification, removal, reinstatement and suspension of the members of the Board of Directors. Provide details of the processes adopted (including the frequency of election) and the criteria employed in each procedure:

Procedure	Process Adopted	Criteria	
a. Selection/Appointment			
(i) Executive Directors	Nomination is conducted by the Nomination Committee prior to a stockholders' meeting pursuant to the provisions of SRC Rule 38.	Qualifications are provided for in the Company's By-Laws and Manual of Corporate Governance.	
(ii) Non-Executive Directors	Same as above	Same as above	
(iii) Independent Directors	Same as above	Same as above and SRC Rule 38.	
b. Re-appointment			
(i) Executive Directors	Re-appointment is allowed. The procedure is the same as the selection/appointment process above.	The same criteria are imposed for appointment and re-appointment. Qualifications are provided for in the Company's By-Laws and Manual of Corporate Governance.	
(ii) Non-Executive Directors	Re-appointment is allowed. The procedure is the same as the selection/appointment process above.	Same as above	

Voting Result of the last Annual General Meeting (in May 16, 2016)

Name of Director
Andrew L. Tan
Winston S. Co

Katherine L. Tan
Kingson U. Sian
Kendrick Andrew L. Tan
Alejo L. Villanueva, Jr.
Enrique M. Soriano III

Voting for directors was conducted via viva voce. Considering that there were as many nominees as there were seats to be filled, and upon the confirmation of the inspectors appointed by the Board that there was no indication of dissent among the stockholders, the Chairman requested the Corporate Secretary to cast all votes for the nominees.

- 6) Orientation and Education Program (updated as of December 31, 2016)
  - (a) Disclose details of the company's orientation program for new directors, if any.

    The Company has no specific training program for new directors. New directors are given an orientation on the business of the Company. They are also given access to the Company's directors and officers to address any questions or clarifications that new directors may raise.
  - (b) State any in-house training and external courses attended by Directors and Senior Management<sup>3</sup> for the past three (3) years:

In compliance with the SEC Memorandum Circular No. 20, Series of 2013, the Company's Directors and Senior Management attended an in-house seminar(s) on Corporate Governance on October 02, November 11 and 14, 2014.

<u>For the year 2015, they attended the same seminar on November 23, November 25, and December 11, 2015.</u>

For the year 2016, they attended the same seminar on November 15 and 24, 2016.

(c) Continuing education programs for directors: programs and seminars and roundtables attended during the year.

Name of Director/Officer	Date of Training	Program	Name of Training Institution
Andrew L. Tan			Center for Training and Development, Inc.
Kingson U. Sian			Risks, Opportunities,  Assessment and  Management (ROAM) Inc.
Winston S. Co			
Katherine L. Tan	November 24, 2016		Center for Training and
Kendrick Andrew L. Tan			Development, Inc.
Alejo L. Villanueva, Jr.		Corporate Governance	
Enrique M. Soriano III			Risks, Opportunities,  Assessment and  Management (ROAM) Inc.
Dina D. Inting			
Rolando D. Siatela	November 15, 2016		Center for Training and
Dominic V. Isberto	November 24, 2016		<u>Development, Inc.</u>

<sup>&</sup>lt;sup>3</sup> Senior Management refers to the CEO and other persons having authority and responsibility for planning, directing and controlling the activities of the company.

# **B. CODE OF BUSINESS CONDUCT & ETHICS**

1) Discuss briefly the company's policies on the following business conduct or ethics affecting directors, senior management and employees (for management and employees applicable to subsidiary in the group):

Business Conduct & Ethics		Directors	Senior Management	Employees
(a)	Conflict of Interest	Everyone is duty bound to disclose fully their existing business interests, shareholdings, personal activities or relationships that may directly or indirectly conflict with the performance of their intended duties and responsibilities. The Board determines whether each person's business interests, shareholdings, personal activities or relationships result in conflict with the duties and responsibilities in the Company. All employees shall conduct fair business transactions with the Company and ensure that his personal interests do not conflict with the interests of the Company.		
(b)	Conduct of Business and Fair Dealings	set prices of products a suppliers should be dealt	and other terms of the man with fairly.	n its competitors to arbitrarily rket/industry. Customers and
(c)	Receipt of gifts from third parties	party which might comp might affect the perform	romise one's ability to make ance of one's duty is strictly p	
(d) (e)	Compliance with Laws & Regulations Respect for Trade Secrets/Use of Non-	best business practices.  Keep secure and confide or learned by reason of	ntial trade secrets and all no position. Should not revea	n-public information acquired al confidential information to
(f)	Use of Company Funds, Assets and Information	unauthorized persons without authority of the Board.  Company assets and funds cannot be used for personal benefit or for the benefit of anyone other than the Company. Everyone is discouraged from engaging in personal activities during working hours.		
(g)	Employment &Labor Laws & Policies	Ensure the Company's faithful compliance with employment and labor law & policies.	The Company seeks to reasonably assist its and its subsidiaries and affiliates' employee and his family in providing for their economic security.	The Company seeks to reasonably assist its and its subsidiaries and affiliates' employee and his family in providing for their economic security.
(h)	Disciplinary action	The Company strictly observes the provisions on disqualification and temporary disqualification of directors as provided in the Company's Manual of Corporate Governance.	Rules and regulations shall be enforced fairly and consistently by the respective subsidiaries and affiliates. Violations shall result in disciplinary actions depending on frequency, seriousness and circumstances of the offense. The employee shall be given the opportunity to present his side.	Rules and regulations shall be enforced fairly and consistently by the respective subsidiaries and affiliates. Violations shall result in disciplinary actions depending on frequency, seriousness and circumstances of the offense. The employee shall be given the opportunity to present his side.
(i)	Whistle Blower	Reports of wrongdoing may be made directly to the Chairman for proper disposition to ensure confidentiality of information and protection of the	For each subsidiary or affiliate, reports of wrongdoing may be made directly to the Chairman or President for proper disposition to ensure confidentiality of	For each subsidiary or affiliate, reports of wrongdoing may be made directly to the Chairman or President for proper disposition to ensure confidentiality of

	identity of the whistle blower.	information and protection of the identity of the whistle blower.	information and protection of the identity of the whistle blower.
(j) Conflict Resolution	Conflicts are resolved internally as much as possible. It should be resolved in the lowest possible level using procedure that addresses and respects the need interests, and rights of the parties involved.		

2) Has the code of ethics or conduct been disseminated to all directors, senior management and employees?

Yes.

3) Discuss how the company implements and monitors compliance with the code of ethics or conduct.

The Company has a compliance officer who monitors compliance of ethics or conduct.

Directors submit annually a list of business and professional affiliating through which provide conflicts-of-interest may be determined. Relative to senior management and employees, the Human Resources Department of each subsidiary and affiliate implements and monitors compliance with the code of ethics or conduct.

#### 4) Related Party Transactions

#### (a) Policies and Procedures

Describe the company's policies and procedures for the review, approval or ratification, monitoring and recording of related party transactions between and among the company and its parent, joint ventures, subsidiaries, associates, affiliates, substantial stockholders, officers and directors, including their spouses, children and dependent siblings and parents and of interlocking director relationships of members of the Board.

Parties are considered to be related if one party has the ability to control the other party or exercise significant influence over the other party in making financial and operating decisions. These parties include: (a) individuals owning, directly or indirectly through one or more intermediaries, control or are controlled by, or under common control with the Group; (b) associates; and (c) individuals owning directly or indirectly, an interest in the voting power of the Group that gives them significant influence over the Group and close members of the family of any such individual (2.20, Financial Statements and Independent Auditors' Reports).

Except for the material related party transactions described in the notes to the financial statements of the Company for the years 2016, 2015, and 2014, there has been no material transaction during the last two years, nor is there any material transaction currently proposed, to which the Company was or is to be a party, in which any director or executive officer, any nominee for election as director, stockholder of more than ten percent.

Related Party Transactions	Policies and Procedures
(1) Parent Company	
(2) Joint Ventures	The Company adopts a policy of full disclosure with regard to
(3) Subsidiaries	related party transactions. All terms and conditions of related
(4) Entities Under Common Control	party transactions are reported to the Board of Directors. The
(5) Substantial Stockholders	Company ensures that the transactions are entered on terms comparable to those available from unrelated third parties. Disclosure of relationship or association is required to be
(6) Officers including spouse/children/siblings/parents	
(7) Directors including spouse/children/siblings/parents	made before entering into transaction. No participation in the approval of the transaction.
(8) Interlocking director relationship of Board of Directors	

#### (b) Conflict of Interest

(i) Directors/Officers and 5% or more Shareholders – None.

Identify any actual or probable conflict of interest to which directors/officers/5% or more shareholders

may be involved.

	Details of Conflict of Interest (Actual or Probable)
Name of Director/s	N/A
Name of Officer/s	N/A
Name of Significant Shareholders	N/A

#### (ii) Mechanism

Describe the mechanism laid down to detect, determine and resolve any possible conflict of interest between the company and/or its group and their directors, officers and significant shareholders.

	Directors/Officers/Significant Shareholders	
Company	The Nomination Committee considers the possibility of	
Group	conflicting interest in determining the number of directorships that may be held by a director. Independent Directors are required to submit a list of positions/other directorships to determine any conflict. Directors, officers and employees must voluntarily disclose any conflict prior to occurrence of the same.	

# 5) Family, Commercial and Contractual Relations

(a) Indicate, if applicable, any relation of a family, 4 commercial, contractual or business nature that exists between the holders of significant equity (5% or more), to the extent that they are known to the company:

Names of Related Significant Shareholders	Type of Relationship	Brief Description of the Relationship
Alliance Global Group, Inc.	Business	Parent-Subsidiary relationship

(b) Indicate, if applicable, any relation of a commercial, contractual or business nature that exists between the holders of significant equity (5% or more) and the company:

Names of Related Significant Shareholders	Type of Relationship	Brief Description
N/A		

The Company has no knowledge of persons holding more than five (5) percent of its voting securities under a voting trust or similar agreement.

(c) Indicate any shareholder agreements that may impact on the control, ownership and strategic direction of the company:

Name of Shareholders	% of Capital Stock affected (Parties)	Brief Description of the Transaction
NONE		

The Company has no knowledge of any arrangements among stockholders that may result in a change in control of the Company.

<sup>&</sup>lt;sup>4</sup>Family relationship up to the fourth civil degree either by consanguinity or affinity.

# 6) Alternative Dispute Resolution

Describe the alternative dispute resolution system adopted by the company for the last three (3) years in amicably settling conflicts or differences between the corporation and its stockholders, and the corporation and third parties, including regulatory authorities.

	Alternative Dispute Resolution System
	No significant conflicts or differences.
	Concerns of stockholders are raised,
Corporation & Stockholders	addressed and resolved either thru the
	Corporate Secretary or Investor Relations
	Group.
ornaration & Third Darties	Pursue settlement outside court and
Corporation & Third Parties	compromise
Corporation & Regulatory Authorities	Pursue settlement outside court and
	compromise

#### C. BOARD MEETINGS & ATTENDANCE

1) Are Board of Directors' meetings scheduled before or at the beginning of the year?

Meetings of the Board are held at such time and place as the Board may prescribe, but the Board endeavors to meet monthly, or if not possible, quarterly.

#### 2) Attendance of Directors (updated as of 31 December 2016)

Board	Name	Date of Election	No. of Meetings Held during the year	No. of Meetings Attended	%
Chairman	Andrew L. Tan	16 May 2016	<u>9</u>	<u>9</u>	100%
Member	Winston S. Co	16 May 2016	<u>9</u>	<u>9</u>	100%
Member	Katherine L. Tan	16 May 2016	<u>9</u>	<u>8</u>	89%
Member	Kingson U. Sian	16 May 2016	<u>9</u>	<u>9</u>	100%
Member	Kendrick Andrew L. Tan	16 May 2016	<u>9</u>	<u>8</u>	89%
Independent	Alejo L. Villanueva, Jr.	16 May 2016	<u>9</u>	<u>9</u>	100%
Independent	Miguel B. Varela <sup>1</sup>	16 May 2016	<u>9</u>	<u>0</u>	0%
Independent	Enrique M. Soriano III <sup>2</sup>	16 May 2016	<u>9</u>	<u>3</u>	60%

<sup>&</sup>lt;sup>1</sup>Unable to attend Board Meetings due to sickness; term expired on May 16, 2016

- 3) Do non-executive directors have a separate meeting during the year without the presence of any executive? If yes, how many times?
  No.
- 4) Is the minimum quorum requirement for Board decisions set at two-thirds of board members? Please explain.

The Company follows the quorum requirement in the Corporation Code. Thus, when majority of the directors are present, the Board proceeds with transaction of business.

<sup>&</sup>lt;sup>2</sup>Elected during the Annual Stockholders' Meeting on May 16, 2016

5)	Access	to	Inform	nation
----	--------	----	--------	--------

(a) How many days in advance are board papers<sup>5</sup> for board of directors meetings provided to the board?

These are distributed together with the notices in accordance with the Company's By-laws.

(b) Do board members have independent access to Management and the Corporate Secretary?

Yes.

(c) State the policy of the role of the company secretary. Does such role include assisting the Chairman in preparing the board agenda, facilitating training of directors, keeping directors updated regarding any relevant statutory and regulatory changes, etc.?

Art. IV, Sec. 5 of the By-Laws states that the Corporate Secretary "shall be the custodian of and shall maintain the corporate books and records. He shall be the recorder of the formal actions and transactions of the *Corporation*. He shall have the following specific powers and duties:

- a) To record or see the proper recording of the minutes and transactions of all meetings of the directors and the stockholders and to maintain minute books of such meetings in the form and manner required by law;
- To keep or cause to be kept records showing the details required by law with respect to the stock certificates of the Corporation, including ledgers and transfer books showing all shares of the Corporation issued and transferred;
- c) To keep the corporate seal and affix it to all papers and documents requiring a seal, and to attest by his signature all corporate documents requiring the same;
- d) To give, or cause to be given, all notices required by law or by these By-Laws,;
- e) To certify to such corporate acts, countersign corporate documents o certificates, and make reports or statements as may be required of him by law or regulation;
- f) To act as the inspector at the election of directors and, as such, to determine the number of shares of stock outstanding and entitled to vote, the shares of stock represented at the meeting, the existence of a quorum, the validity and effect of proxies, and to receive votes, ballots or consents, hear and determine all challenges and questions arising in connection with the right to vote, count and tabulate all votes, ballots or consents, determine the results and do such acts as are proper to conduct the election or vote. The Secretary may assign the exercise or performance of any or all of the foregoing duties, powers, and functions to any other person or persons, subject always to his supervision and control.
- g) To perform such other duties as are incident to his office or as may be assigned to him by the Board of Directors or the President.
- (d) Is the company secretary trained in legal, accountancy or company secretarial practices? Please explain should the answer be in the negative.

Yes.

(e) Committee Procedures

Disclose whether there is a procedure that Directors can avail of to enable them to get information necessary to be able to prepare in advance for the meetings of different committees:

<b>Yes</b>	X	No	

Committee	Details of the procedures
Executive	N/A. There is no Executive Committee.
Audit	Upon request made thru the Corporate Secretary, Directors shall
Nomination	be provided with complete, adequate and timely information
Remuneration	about the matters to be taken up in their meetings. The

<sup>&</sup>lt;sup>5</sup> Board papers consist of complete and adequate information about the matters to be taken in the board meeting. Information includes the background or explanation on matters brought before the Board, disclosures, budgets, forecasts and internal financial documents.

Others (Risk Management)	Committee is afforded full access to management, personnel
	and records in the performance of its duties and responsibilities.

# 6) External Advice

Indicate whether or not a procedure exists whereby directors can receive external advice and, if so, provide details:

Procedures	Details
Obtain external legal counsel or independent professional advisors as may be needed in the	•
performance of its functions	advisors as may be needed in the performance of
	its functions

# 7) Change/s in existing policies

Indicate, if applicable, any change/s introduced by the Board of Directors (during its most recent term) on existing policies that may have an effect on the business of the company and the reason/s for the change:

Existing Policies	Changes	Reason
N/A		

#### D. REMUNERATION MATTERS

#### 1) Remuneration Process

Disclose the process used for determining the remuneration of the CEO and the four (4) most highly compensated management officers:

The officers receive fixed salary on a monthly basis from the respective subsidiaries or businesses they principally handle. Hence, no compensation was received from the Company.

Process	CEO	Top 4 Highest Paid Management Officers
(1) Fixed remuneration	N/A	N/A
(2) Variable remuneration	N/A	N/A
(3) Per diem allowance	N/A	N/A
(4) Bonus	N/A	N/A
(5) Stock Options and other financial instruments	N/A	N/A
(6) Others (specify)	N/A	N/A

#### 2) Remuneration Policy and Structure for Executive and Non-Executive Directors

Disclose the company's policy on remuneration and the structure of its compensation package. Explain how the compensation of Executive and Non-Executive Directors is calculated.

The Company's By-Laws stipulates that, except for reasonable per diem, directors, as such, are entitled to receive only such compensation as may be granted to them upon the recommendation of the Compensation and Remuneration Committee and subsequent approval by vote of stockholders representing at least a majority of outstanding capital stock at a regular or special meeting of stockholders. In no case shall the total yearly compensation of directors, as such, exceed 10% of the net income before tax of the Corporation for the preceding year. For both Executive and Non-Executive Directors, levels of remuneration must be sufficient to be able to attract and retain the services of qualified and competent directors. No director should participate in deciding on

his remuneration. Pursuant to this provision, no compensation was received by the Directors from the Company except for a reasonable per diem set by the Board.

Remuneration Policy	Structure of Compensation Packages	How Compensation is Calculated
see above	see above	see above
see above	see above	see above

Do stockholders have the opportunity to approve the decision on total remuneration (fees, allowances, benefits-in-kind and other emoluments) of board of directors? Provide details for the last three (3) years.

Directors do not receive compensation other than per diem.

Remuneration Scheme	Date of Stockholders' Approval
N/A	N/A
N/A	N/A

# 3) Aggregate Remuneration

Complete the following table on the aggregate remuneration accrued during the most recent year:

Remuneration Item	Executive Directors	Non-Executive Directors (other than independent directors)	Independent Directors
(a) Fixed Remuneration	N/A	N/A	N/A
(b) Variable Remuneration	N/A	N/A	N/A
(c) Per diem Allowance	225,000	150,000	525,000
(d) Bonuses	N/A	N/A	N/A
(e) Stock Options and/or other financial instruments	N/A	N/A	N/A
(f) Others (Specify)	N/A	N/A	N/A
Total	N/A	N/A	N/A

	Other Benefits	Executive Directors	Non-Executive Director (other than independent directors)	Independent Directors
1)	Advances	N/A	N/A	N/A
2)	Credit granted	N/A	N/A	N/A
3)	Pension Plan/s Contributions	N/A	N/A	N/A
(d)	Pension Plans, Obligations incurred	N/A	N/A	N/A
(e)	Life Insurance Premium	N/A	N/A	N/A
(f)	Hospitalization Plan	N/A	N/A	N/A

(g) Car Plan	N/A	N/A	N/A
(h) Others (Specify)	N/A	N/A	N/A
Total	N/A	N/A	N/A

#### 4) Stock Rights, Options and Warrants

The Company has an Employee Stock Option Plan that has been approved by the Board of Directors on November 07, 2014 and by the stockholders representing more than two-thirds (2/3) of the issued and outstanding capital stock during the Special Stockholders' Meeting on December 15, 2014.

The Company has granted stock options to qualified employees of the Company and its subsidiaries giving them the right to subscribe to a total of 118 million common shares of the Company at the exercise price of Php7.00 per share. The options, which were issued under the Company's Employee Stock Option Plan, shall generally vest on the 60th birthday of the Option Holder provided that he has continuously served for 11 years of service after the Option Offer Date, subject to the terms and conditions of the Plan.

#### (a) Board of Directors

Complete the following table, on the members of the company's Board of Directors who own or are entitled to stock rights, options or warrants over the company's shares:

Director's Name	Number of Direct Option/Rights/ Warrants	Number of Indirect Option/Rights/ Warrants	Number of Equivalent Shares	Total % from Capital Stock
N/A				

#### (b) Amendments of Incentive Programs

Indicate any amendments and discontinuation of any incentive programs introduced, including the criteria used in the creation of the program. Disclose whether these are subject to approval during the Annual Stockholders' Meeting:

Incentive Program	Amendments	Date of Stockholders' Approval	
N/A			

# 5) Remuneration of Management

Identify the five (5) members of management who are not at the same time executive directors and indicate the total remuneration received during the financial year:

The officers receive fixed salary on a monthly basis from the respective subsidiaries or businesses they principally handle. Hence, no compensation was received from the Company.

Name of Officer/Position	Total Remuneration
N/A	N/A

# **E. BOARD COMMITTEES**

1) Number of Members, Functions and Responsibilities

Provide details on the number of members of each committee, its functions, key responsibilities and the power/authority delegated to it by the Board:

No. of Members							
Committee	Executive Director (ED)	Non- executive Director (NED)	Independ ent Director (ID)	Committee Charter	Functions	Key Responsibilities	Power
Executive	N/A						
Audit	1	0	2	Audit Committee Charter	Its oversight function covers financial reporting and disclosures, risk management and internal controls, management and internal audit, and external audit.	Its responsibilities include assisting the Board in the performance of its oversight responsibility for the financial reporting process, system of internal control, audit process, and monitoring of compliance with applicable laws, rules and regulations; providing oversight over Management's activities in managing credit, market, liquidity, operational, legal and other risks of the Company and over the Company's Internal and External Auditors; reviewing the annual internal audit plan and organize an internal audit department; monitoring and evaluating the adequacy and effectiveness of the internal control system; and	It has the power to disallow any non-audit work that will conflict with the duties of the External Auditor or may pose a threat to his independence. It also has the power to call the attendees as required, including having open access to Management and auditors. It has the right to seek additional information as necessary to fulfill its responsibilities.

					coordinating, monitoring, facilitating compliance with laws, rules, and regulations.	
Nomination	1	1	1	It is responsible for reviewing the structure, size, and composition of the Board and ensuring that both are comprised of the right balance of skills, knowledge, and experience.	Its responsibilities include pre- screening and shortlisting candidates nominated to become a member of the Board and redefining the role, duties, and responsibilities of the Chief Executive Officer by integrating the dynamic requirements of the business as a going concern and future expansionary prospects within the realm of good corporate governance.	It has the power to seek any information that it requires from employees of the Company, all of whom are directed to cooperate with any request it makes.  Moreover, it has the power to employ the services of such advisers as it deems necessary to fulfill its responsibilities.
Remuneration	2	0	1	Its function is to establish a formal and transparent procedure for developing a policy on remuneration packages of corporate officer, directors, senior management and other key personnel to ensure that the compensation levels are consistent with the Company's culture, strategy and control environment.	Its responsibilities include determining the amount of remuneration for the Company's directors and officers; ensuring that all incoming officers and directors disclose fully their existing business interests or shareholdings that may directly or indirectly conflict with the	It has the power to engage an adviser as it deems necessary to carry out its duties. It has also has unrestricted access to members of management, employees and relevant information.

	1	1		
			performance of	
			their intended	
			duties and	
			responsibilities;	
			reviewing the	
			existing Human	
			Resources	
			Development or	
			Personnel	
			Handbook to	
			strengthen	
			provisions on	
			conflict of	
			interests,	
			salaries, and	
			benefits policies,	
			promotion, and	
			career	
			advancement	
			directives and	
			compliance of	
			personnel	
			concerned with	
			all statutory	
			requirements.	
Others	N/A			
(specify)	18/7			

# 2) Committee Members

(a) Executive Committee – None. There is no Executive Committee.

Office	Name	Date of Appointment	No. of Meetings Held	No. of Meetings Attended	%	Length of Service in the Committee
Chairman						
Member (ED)						
Member (NED)						
Member (ID)						
Member						

# (b) Audit Committee

Office	Name	Date of Appointment	No. of Meetings Held	No. of Meetings Attended	%	Length of Service in the Committee
Chairman (ID)	Alejo L. Villanueva, Jr. (ID)	<u>16 May 2016</u>	1	1	100	3
Member	Enrique M. Soriano III (ID)	16 May 2016	1	1	100	3
Member	Andrew L. Tan	16 May 2016	1	1	100	3

Disclose the profile or qualifications of the Audit Committee members.

Alejo L. Villanueva, Jr.

Mr. Villanueva was elected as Independent Director on 28 August 2013. He is concurrently an Independent Director of Alliance Global Group, Inc., Empire East Land Holdings, Inc. and Suntrust Home Developers, Inc. and a Director of First Capital Condominium Corporation, a non-stock non-profit corporation. He is a professional consultant who has more than twenty years of experience in the fields of training and development, public relations, community relations, institutional communication, and policy advocacy, among others. Mr. Villanueva obtained his bachelor's degree in Philosophy from San Beda College, summa cum laude. He has a master's degree in Philosophy from the University of Hawaii under an East-West Center Fellowship. He also took up special studies in the Humanities at Harvard University. He studied Organizational Behavior at INSEAD in Fontainebleau, France. He taught at the Ateneo Graduate School of Business, the UST Graduate School, and the Asian Institute of Journalism.

#### Andrew L. Tan

Mr. Tan, was elected as Director and Chairman of the Board on August 28, 2013. He has served as Director of Alliance Global Group, Inc. since 2003 and as its Chairman of the Board and Chief Executive Officer from September 2006 to present and as Vice-Chairman of the Board from August 2003 to September 2006. Mr. Tan concurrently holds the following positions in publicly-listed companies: Chairman of the Board and President of Megaworld Corporation, Chairman of Empire East Land Holdings, Inc. and Global-Estate Resorts, Inc., and Director of Travellers International Hotel Group, Inc. He pioneered the live-work-play-learn model in the real estate development through the Megaworld Corporation's integrated township communities, fueling the growth of the business process outsourcing ("BPO") industry, food and beverage, and quick service restaurants industries. Mr. Tan graduated Magna Cum Laude from the University of the East with a degree of Bachelor of Science in Business Administration.

#### **Enrique M. Soriano III**

Mr. Soriano was first elected as Independent Director of the Company on May 16, 2016. He is also Independent Director of Travellers International Hotel Group, Inc. since October 2013. He is also the President of the Wong & Bernstein Strategy Advisory Group and a member of the Philippine Marketing Association. He is a Family Business Coach, Book Author, Professor of Global Marketing, Program Director for Real Estate and Chairman of the Marketing Cluster of the Ateneo Graduate School of Business ("AGSB"). He holds a B.A. in History from the University of the Philippines, an MBA from De La Salle University, Doctorate Units at the UP National College of Public Administration and pursued Executive Education at the National University of Singapore Business School.

#### (c) Nomination Committee

Office	Name	Date of Appointment	No. of Meetings Held	No. of Meetings Attended	%	Length of Service in the Committee
Chairman (ID)	Alejo L. Villanueva, Jr. (ID)	16 May 2016	1	1	100	3
Member	Winston S. Co	16 May 2016	1	1	100	3
Member	Kendrick Andrew L. Tan	16 May 2016	1	1	100	3

#### (d) Remuneration Committee

Office	Name	Date of Appointment	No. of Meetings Held	No. of Meetings Attended	%	Length of Service in the Committee
Chairman (ID)	Alejo L. Villanueva	16 May 2016	<u>1</u>	1	100	3

	(ID)					
Member	Andrew L. Tan	16 May 2016	<u>1</u>	1	100	3
Member	Winston S. Co	16 May 2016	<u>1</u>	1	100	3

# (e) Others (Specify)

Provide the same information on all other committees constituted by the Board of Directors:

Office	Name	Date of Appointment	No. of Meetings Held	No. of Meetings Attended	%	Length of Service in the Committee
Chairman						
Member (ED)						
Member (NED)		N/A				
Member (ID)						
Member						

#### 3) Changes in Committee Members

Indicate any changes in committee membership that occurred during the year and the reason for the changes:

Name of Committee	Name	Reason
Executive	N/A	
Audit	NONE	
Nomination	NONE	
Remuneration	NONE	
Others (specify)	NONE	

# 4) Work Done and Issues Addressed

Describe the work done by each committee and the significant issues addressed during the year

Name of Committee	Work Done	Issues Addressed
Executive	N/A	
Audit	NONE	NONE
Nomination	NONE	NONE
Remuneration	NONE	NONE
Others (specify)	N/A	

# 5) Committee Program

Provide a list of programs that each committee plans to undertake to address relevant issues in the improvement or enforcement of effective governance for the coming year.

Name of Committee	Planned Programs	Issues to be Addressed
Executive	N/A	
Audit	May adopt a self-rating system to review its performance	Monitor performance of committee
Nomination	May adopt a self-rating system to review its performance	Monitor performance of committee
Remuneration	May adopt a self-rating system to review its performance	Monitor performance of committee
Others (specify)	N/A	

#### F. RISK MANAGEMENT SYSTEM

- 1) Disclose the following:
  - (a) Overall risk management philosophy of the company;

The Company's risk management focuses on safeguarding shareholder value to manage unpredictability of risks and minimize potential adverse impact on its operating performance and financial condition.

(b) A statement that the directors have reviewed the effectiveness of the risk management system and commenting on the adequacy thereof;

The Company's Board of Directors is directly responsible for risk management and the Management carries our risk management policies approved by the Board. After the Management identifies, evaluates reports and monitors significant risks, and submits appropriate recommendations, the Board approves formal policies for overall risk management, as well as written policies covering specific areas, such as foreign exchange risks, credit risk, and liquidity risk.

(c) Period covered by the review;

The period covered by the review is from January 1, 2016 to December 31, 2016.

(d) How often the risk management system is reviewed and the directors' criteria for assessing its effectiveness;

The Risk Committee annually reviews the Company's approaches to risk management and recommends to the Board the changes or improvements to key elements of its processes and procedures. After submission of the Committee's recommendation, the Board then reviews the risk management system. No significant issues were addressed by the Committee in 2015.

(e) Where no review was conducted during the year, an explanation why not.

No significant issues were addressed by the Committee in 2016.

- 2) Risk Policy
  - (a) Company

Give a general description of the company's risk management policy, setting out and assessing the risk/s covered by the system (ranked according to priority), along with the objective behind the policy for each kind of risk:

Risk Exposure	Risk Management Policy	Objective
1. Financial Risks	The Company policy is to ensure	The Company's objective is to
	that the scheduled principal and	protect investment in the event
	interest payments are well within	there would be significant
	its ability to generate cash from	fluctuations in the exchange rate.
	its business operations. It is	
	likewise committed to maintain	On the other hands, the
	adequate capital at all times to	Company's objectives to manage
	meet shareholders' expectations,	its liquidity are:
	withstand adverse business	a) to ensure that adequate
	conditions and take advantage of	funding is available at all times;
	business opportunities.	b) to meet commitments as they
		arise without incurring

		unnecessary costs; and c) to be able to access funding when needed at the least possible cost.
		The long term strategy is to sustain a healthy debt-to-equity ratio.
2. Operational risks	It is the policy of the Company to be prepared for any event which triggers a material business impact or modifies the existing risk profile.	The Company's objective is to protect investment in the event there would be significant events that would result in material impact to the Company's operations.

#### (b) Group

Give a general description of the Group's risk management policy, setting out and assessing the risk/s covered by the system (ranked according to priority), along with the objective behind the policy for each kind of risk:

The Board, thru the Audit Committee, reviews the effectiveness of the Company's, including its subsidiaries and affiliates, risk management system with emphasis on monitoring of existing and emerging risks as well as risk mitigation measures and on identifying risks before these cause significant trouble for the business. Based on the set guidelines, directors are assigned specific subsidiaries, affiliates or business where they monitor compliance of the risk management system. Criteria used for review are compliance with established guidelines and controls and the appropriateness of risk management and risk mitigation measures taken.

Risk Exposure	Risk Management Policy	Objective
Hazards and natural or other catastrophes	Have an emergency response plan/action	Allow the different business segments to continue operations even during natural disaster or calamity
2. Regulatory developments	Review of new laws and regulations	Ensure the different business segments are compliant with all laws and regulations
Money laundering and cheating at gaming areas	Constant security check and monitoring, check and balance system	Minimize situations when these activities can happen
Supply of raw materials and packaging materials	Maintain diverse group of suppliers, get at least 3 quotations from suppliers	Prevent overdependence on a single supplier, ensure the best price possible
5. Consumer taste, trends and preferences	Market study and analysis	Be aware of trends and preferences to develop new products or adapt existing strategy
6. Competition	Market study and analysis; Maintain a diversified earnings base; Constant product innovation	Be aware of trends and preferences to develop new products or adapt existing strategy; Revenue and property diversification
7. Philippine economic/political conditions	Review of business/political situation	Ensure the different business segments can immediately adapt to changes in economic/political conditions and can devise strategies to meet these changes

# (c) Minority Shareholders

Indicate the principal risk of the exercise of controlling shareholders' voting power.

# **Risk to Minority Shareholders**

The majority shareholder's voting power in the Company may affect the ability of minority shareholders to influence and determine corporate strategy.

# 3) Control System Set Up

# (a) Company

Briefly describe the control systems set up to assess, manage and control the main issue/s faced by the company:

Dial. France arms	Risk Assessment	Risk Management and Control
Risk Exposure	(Monitoring and Measurement Process)	(Structures, Procedures, Actions Taken)
1. Financial Risk	It monitors potential sources of risk through monitoring of investments and assets, and projected cash flows from operations.  The Company also maintains a financial strategy that the scheduled principal and interest payments are well within the Company's ability to generate cash from its business operations.	The Company regularly monitors financial trends. The Company regularly keeps track of its capital position and assesses business conditions to ensure early detection and determination of risks, and its consequent adverse impact. It adopts measures, as may be deemed necessary and appropriate, to mitigate risks.
2. Operational Risks	Review of new laws and regulations	Any operational risks monitored are brought to the attention of the Risk Committee and addressed therein, together with inputs from corporate officers. The findings and recommendations are then brought to the Board for approval. There has been no significant operational risk determined by the Company in its operations in the past year.
3. Philippine economic/political conditions	Review of business/political situation	Ensure the Company can immediately adapt to changes in economic/political conditions and can devise strategies to meet these changes
4. Liquidity	Minimize exposure to financial markets	Actively secure short-to medium- term cash flow

# (b) Group

Briefly describe the control systems set up to assess, manage and control the main issue/s faced by the company:

Risk Exposure	Risk Assessment Risk Management and Control (Monitoring and Measurement Process) (Structures, Procedures, Actions Taken)	
1. Hazards and natural or other catastrophes	plan/action	Allow the different business segments to continue operations even during natural disaster or calamity
2. Regulatory developments	nemen or nem mans and	Ensure the different business segments are compliant with all laws

		and regulations
Money     laundering and     cheating at     gaming areas	Constant security check and monitoring, check and balance system	Minimize situations when these activities can happen
4. Supply of raw materials and packaging materials	Maintain diverse group of suppliers, get at least 3 quotations from suppliers	Prevent overdependence on a single supplier, ensure the best price possible
5. Consumer taste, trends and preferences	Market study and analysis	Be aware of trends and preferences to develop new products or adapt existing strategy
6. Competition	Market study and analysis;  Maintain a diversified earnings base;	Be aware of trends and preferences to develop new products or adapt existing strategy;
	Constant product innovation.	Revenue and property diversification
7. Philippine economic/political conditions	Review of business/political situation	Ensure the different business segments can immediately adapt to changes in economic/political conditions and can devise strategies to meet these changes

#### (c) Committee

Identify the committee or any other body of corporate governance in charge of laying down and supervising these control mechanisms, and give details of its functions:

Committee/Unit	Control Mechanism	Details of its Functions
Board Audit Committee	Provides oversight over the	Provides oversight over the
	Company's and its subsidiaries,	Company's and its subsidiaries,
	affiliates and business	affiliates and business
	segments risk management	segments risk management
	process, financial reporting	process, financial reporting
	process and internal audit.	process and internal audit.

# G. INTERNAL AUDIT AND CONTROL

#### 1) Internal Control System

Disclose the following information pertaining to the internal control system of the company:

(a) Explain how the internal control system is defined for the company;

Internal control system pertains to the Company's corporate governance processes with regard to integrity of financial statements and disclosures; effectiveness of internal control systems; independence and performance of internal and external auditors; compliance with accounting standards, legal and regulatory requirements; and evaluation of management's process to assess and manage the risk issues.

(b) A statement that the directors have reviewed the effectiveness of the internal control system and whether they consider them effective and adequate;

One of the responsibilities of the Board as stated in the Manual of Corporate Governance is to adopt a system of check and balance within the Board, conduct a regular review of the effectiveness of such system to ensure the integrity of the decision-making and reporting processes at all times and perform a continuing review of the Company's internal control system in order to maintain its adequacy and effectiveness.

(c) Period covered by the review;

The period covered by the review is from January 1, 2016 to December 31, 2016.

(d) How often internal controls are reviewed and the directors' criteria for assessing the effectiveness of the internal control system; and

The Audit Committee regularly updates the Board on its activities and makes recommendations whenever necessary. The Audit Committee likewise ensures that the Board is aware of matters that may significantly impact the financial condition or the Company's operations.

(e) Where no review was conducted during the year, an explanation why not.

No significant issues were addressed by the Committee in 2016.

- 2) Internal Audit
  - (a) Role, Scope and Internal Audit Function

Give a general description of the role, scope of internal audit work and other details of the internal audit function.

At the Company level, internal audit is handled by the audit committee while each subsidiary and affiliate handles internal audit functions at their level. The directors of the Company have reviewed the effectiveness of the Company's and its subsidiary, affiliates and business segments' internal control system and consider them effective and adequate. For its subsidiary and other business segments, internal controls are reviewed annually and are handled at that level. Any major findings that cannot be resolved at that level are elevated to the Company through the Audit Committee of the Board. For the past year, there has been no matter elevated to the Company level by any subsidiary, affiliate or business segment.

Role	Scope	Indicate whether In-house or Outsource Internal Audit Function	Name of Chief Internal Auditor/Auditing Firm	Reporting process
See above				

(b) Do the appointment and/or removal of the Internal Auditor or the accounting /auditing firm or corporation to which the internal audit function is outsourced require the approval of the audit committee?

For the Company, the internal audit function is handled directly by the audit committee. For its subsidiary, affiliate and business segments, these are handled directly at their levels and only major findings that cannot be resolved at that level are elevated to the Company through the Audit Committee of the Board.

(c) Discuss the internal auditor's reporting relationship with the audit committee. Does the internal auditor have direct and unfettered access to the board of directors and the audit committee and to all records, properties and personnel?

For the Company, the internal audit function is handled directly by the audit committee. For its subsidiary, affiliate and business segments, these are handled directly at their levels and only major findings that cannot be resolved at that level are elevated to the Company through the Audit Committee of the Board.

(d) Resignation, Re-assignment and Reasons -

Disclose any resignation/s or re-assignment of the internal audit staff (including those employed by the third-party auditing firm) and the reason/s for them.

NONE

Name of Audit Staff	Reason
N/A	

#### (e) Progress against Plans, Issues, Findings and Examination Trends

State the internal audit's progress against plans, significant issues, significant findings and examination trends.

The directors of the Company have reviewed the effectiveness of the Company's and its subsidiary, affiliate and other business segments' internal control system and consider them effective and adequate. For its subsidiary, affiliate and business segment, internal controls are reviewed annually and are handled at that level. Any major findings that cannot be resolved at that level are elevated to the Company through the Audit Committee of the Board. For the past year, there has been no matter elevated to the Company level by any subsidiary, affiliate or business segment.

Progress Against Plans	
Issues <sup>6</sup>	Not Applicable
Findings <sup>7</sup>	Not Applicable
<b>Examination Trends</b>	

[The relationship among progress, plans, issues and findings should be viewed as an internal control review cycle which involves the following step-by-step activities:

- 1) Preparation of an audit plan inclusive of a timeline and milestones;
- 2) Conduct of examination based on the plan;
- 3) Evaluation of the progress in the implementation of the plan;
- 4) Documentation of issues and findings as a result of the examination;
- 5) Determination of the pervasive issues and findings ("examination trends") based on single year result and/or year-to-year results;
- 6) Conduct of the foregoing procedures on a regular basis.]

#### (f) Audit Control Policies and Procedures

Disclose all internal audit controls, policies and procedures that have been established by the company and the result of an assessment as to whether the established controls, policies and procedures have been implemented under the column "Implementation."

The directors of the Company have reviewed the effectiveness of the Company's and its subsidiaries, affiliates and business segments internal control system and consider them effective and adequate. For each subsidiary, affiliate and business segment, internal controls are reviewed annually and are handled at that level. Any major findings that cannot be resolved at that level are elevated to the Company through the Audit Committee of the Board. For the past year, there has been no matter elevated to the Company level by any subsidiary, affiliate or business segment.

Policies & Procedures	Implementation	
See above		

#### (g) Mechanism and Safeguards -

<sup>6</sup>"Issues" are compliance matters that arise from adopting different interpretations.

<sup>&</sup>lt;sup>7</sup>"Findings" are those with concrete basis under the company's policies and rules.

State the mechanism established by the company to safeguard the independence of the auditors, financial analysts, investment banks and rating agencies (example, restrictions on trading in the company's shares and imposition of internal approval procedures for these transactions, limitation on the non-audit services that an external auditor may provide to the company):

Auditors (Internal and External)	Financial Analysts	Investment Banks	Rating Agencies
The Audit Committee	None	None	None
disallows any non-audit			
work that will conflict			
with the duties of the			
External Auditor or			
may pose a threat to			
his independence. The			
non-audit work, if			
allowed, should be			
disclosed in the			
Company's annual			
report. In compliance			
with the SRC, the			
engagement of the			
Company's external			
auditor does not			
exceed 5 consecutive			
years.			

(h) State the officers (preferably the Chairman and the CEO) who will have to attest to the company's full compliance with the SEC Code of Corporate Governance. Such confirmation must state that all directors, officers and employees of the company have been given proper instruction on their respective duties as mandated by the Code and that internal mechanisms are in place to ensure that compliance.

Chairman and CEO and the Compliance Officer.

# H. ROLE OF STAKEHOLDERS

1) Disclose the company's policy and activities relative to the following:

	Policy	Activities
Customers' welfare	Part of its core values is to promote good customer relationships among its clients. With this, we try to excel by ensuring the needs of the clients are always provided.	Upgrading of skills and expertise so that people can provide customers with service of the highest quality
Supplier/contractor selection practice	The Company ensures that the suppliers are well-equipped and have sufficient professional experience to provide after-sales support.	Canvassing activities which ensure selection on the basis of quality products that
Environmentally friendly value- chain	The Company strictly adheres with government mandated policies and procedures catering to environment preservation, control, and any related Corporate Social Responsibility.	Selection of suppliers and contractors whose manufacturing procedures assure clients that each item is made in an environment-friendly manner and which produce environmental friendly products

Community interaction	The Company maintains a harmonious relationship with the community and the local government leaders in such cases like government and other organizations ocular visit.	Scholarship program and institution partnerships through sponsorship and donations.
Anti-corruption programmes and procedures?	The Company endeavors to cultivate a culture of integrity that does not tolerate conflict-of-interest and unfair business dealings.	The Company has set up a reporting channel through which violation of the Company or any of its subsidiaries or affiliates culture of integrity may be reported, investigated and acted upon.
Safeguarding creditors' rights	The Company is committed to honoring its obligations financial obligations and loan covenants.	Timely settlement of financial obligations and faithful compliance with loan covenants.

2) Does the company have a separate corporate responsibility (CR) report/section or sustainability report/section?

Corporate responsibility and sustainability are handled through the Company's subsidiary, Emperador Distillers, Inc.

- 3) Performance-enhancing mechanisms for employee participation.
  - (a) What are the company's policy for its employees' safety, health, and welfare?

The Company and its subsidiary aims to provide quality and timely health and welfare services to its employees in order to avoid interruption on their jobs and to prevent conditions (physical, mental, or social) that will preclude them from giving their full attention to their work.

(b) Show data relating to health, safety and welfare of its employees.

None available.

(c) State the company's training and development programs for its employees. Show the data.

The Company's subsidiary provides training and development programs to their respective employees.

(d) State the company's reward/compensation policy that accounts for the performance of the company beyond short-term financial measures

None.

4) What are the company's procedures for handling complaints by employees concerning illegal (including corruption) and unethical behaviour? Explain how employees are protected from retaliation.

Employees are encouraged to promptly report concerns about any illegal and unethical behavior. Reports can be made anonymously to the Company's Compliance Officer, Human Resource Department Head, or to any member of the Audit Committee. To enable the Company to verify and act on the report, employees are encouraged to make reports that contain as much information as possible, including the person involved, any witnesses, the location of any other information that would assist in investigating the concerns, and any supporting documentation. All whistle blower reports are handled in a confidential manner and confidentiality will be maintained to the fullest extent possible, consistent with the need to conduct an adequate investigation of the report and to perform subsequent remedial measures.

All reports received are forwarded to the Audit and Risk Committee that will make the preliminary assessment of

the issues raised. The Audit Committee will then determine whether there is justification for an investigation and how it should be handled, should one be necessary. Depending on the issues involved, the Audit Committee may, in some cases, decide to delegate responsibility for an investigation to the Compliance Officer or to a legal counsel who will report directly to the Audit Committee.

Prompt and appropriate corrective action will be take in response to any finding of illegal and unethical behavior. If after the investigation, the Audit and Risk Committee concludes that disciplinary measures are necessary, it will recommend such measures to the Board of Directors.

#### I. DISCLOSURE AND TRANSPARENCY

# 1) Ownership Structure

#### (a) Holding 5% shareholding or more (as of December 31, 2016)

Shareholder	Number of Shares	Percent	Beneficial Owner
Alliance Global	13,138,249,988	01 F0/	Alliance Global Group,
Group, Inc.	13,138,243,388	<u>81.5%</u>	Inc.
PCD Nominee	<u>2,066,238,150</u>	<u>12.82%</u>	The Hongkong And
Corporation (Non-			Shanghai Banking
Filipino)			Corp. Ltd. (Foreign)

<sup>\*</sup>includes shares lodged with PCD Nominee Corporation and shares held by foreign subsidiaries totaling 1,431,764,995

Name of Senior Management	Number of Direct shares	Number of Indirect shares / Through (name of record owner)	% of Capital Stock
Andrew L. Tan	1	0	0.00%
Winston S. Co	1	0	0.00%
Katherine L. Tan	1	0	0.00%
Kendrick Andrew L. Tan	1	0	0.00%
Dominic V. Isberto	0	0	0.00%
Rolando D. Siatela	0	0	0.00%
Dina D. Inting	0	0	0.00%
TOTAL	4	0	0.00%

#### 2) Does the Annual Report disclose the following:

Key risks	YES
Corporate objectives	YES
Financial performance indicators	YES
Non-financial performance indicators	YES
Dividend policy	YES
Details of whistle-blowing policy	
Biographical details (at least age, qualifications, date of first appointment, relevant experience, and any other directorships of listed companies) of directors/commissioners	YES
Training and/or continuing education programme attended by each director/commissioner	YES
Number of board of directors/commissioners meetings held during the year	YES
Attendance details of each director/commissioner in respect of meetings held	YES
Details of remuneration of the CEO and each member of the board of directors/commissioners	YES

Should the Annual Report not disclose any of the above, please indicate the reason for the non-disclosure.

#### 3) External Auditor's fee

Name of auditor	Audit Fee	Non-audit Fee
Punongbayan and Araullo	Php3.98M	0

#### 4) Medium of Communication

List down the mode/s of communication that the company is using for disseminating information.

Company Website, Investor Relations, Press Release, Analysts' Briefing, Annual Report, Information Statement

5) Date of release of audited financial report: April 03, 2017

#### 6) Company Website

Does the company have a website disclosing up-to-date information about the following?

Business operations	YES
Financial statements/reports (current and prior years)	YES
Materials provided in briefings to analysts and media	YES
Shareholding structure	YES
Group corporate structure	YES
Downloadable annual report	YES
Notice of AGM and/or EGM	YES
Company's constitution (company's by-laws, memorandum and articles of association)	YES

Should any of the foregoing information be not disclosed, please indicate the reason thereto.

#### 7) Disclosure of RPT

These involve RPT where the Company is a party and excludes RPTs between and among subsidiaries, affiliates, etc.

RPT	Relationship	Nature	Value
Dividend earned from shares of stock of a subsidiary	Investor-Investee	Dividend Income	Php4,800,000,000.00
Service Fees from a subsidiary	Parent-subsidiary	Service income	P150,000,000.00
Employee share options to certain key executives of a subsidiary	Parent-subsidiary	Share options	P26, 958,169

When RPTs are involved, what processes are in place to address them in the manner that will safeguard the interest of the company and in particular of its minority shareholders and other stakeholders?

The Company ensures that the transactions are entered on terms comparable to those available from unrelated third parties.

#### J. RIGHTS OF STOCKHOLDERS

- 1) Right to participate effectively in and vote in Annual/Special Stockholders' Meetings
  - (a) Quorum

Give details on the quorum required to convene the Annual/Special Stockholders' Meeting as set forth in its By-laws.

Quorum Required	Majority of outstanding capital stock
-----------------	---------------------------------------

(b) System Used to Approve Corporate Acts

Explain the system used to approve corporate acts.

System Used	Ratification by stockholders during the annual stockholders meetings.
Description	The actions of the Company's board of directors and senior management are presented to the stockholders during the annual stockholders meeting.  These are ratified by the stockholders during the meeting.

#### (c) Stockholders' Rights

List any Stockholders' Rights concerning Annual/Special Stockholders' Meeting that differ from those laid down in the Corporation Code.

Stockholders' Rights under The Corporation Code	Stockholders' Rights <u>not</u> in The Corporation Code	
The rights of the stockholders under the Corporation Code are duly recognized by the Company. No		
deviations or modifications were implemented by the Company.		

#### Dividends

<u>July 18, 2016</u>	August 01, 2016	August 18, 2016
Declaration Date	Record Date	Payment Date

#### (d) Stockholders' Participation

State, if any, the measures adopted to promote stockholder participation in the Annual/Special Stockholders'
Meeting, including the procedure on how stockholders and other parties interested may communicate
directly with the Chairman of the Board, individual directors or board committees. Include in the discussion
the steps the Board has taken to solicit and understand the views of the stockholders as well as procedures
for putting forward proposals at stockholders' meetings.

Measures Adopted	Communication Procedure	
Allows active participation of stockholders in meetings	Open Forum, Feedback Mechanism in Company Website, Investor Relations Department which handle stockholders' concerns	

- 2. State the company policy of asking shareholders to actively participate in corporate decisions regarding:
  - a. Amendments to the company's constitution
  - b. Authorization of additional shares
  - c. Transfer of all or substantially all assets, which in effect results in the sale of the company

The Company complies with the requirements of the Corporation Code that a stockholders' meetings be called to approve the foregoing matters. A vote of stockholders holding at least 2/3 of the Company's

outstanding capital stock is required to approve the foregoing matters.

**3.** Does the company observe a minimum of 21 business days for giving out of notices to the AGM where items to be resolved by shareholders are taken up?

The Company complies with the requirement under the Securities Regulation Code that notice of an annual or special stockholders' meeting be sent to stockholders not later than 15 business days before the meeting.

**a.** Date of sending out notices:

Annual Stockholders' Meeting: April 22, 2016

b. Date of the Annual/Special Stockholders' Meeting:

Annual Stockholders' Meeting: May 16, 2016;

4. State, if any, questions and answers during the Annual/Special Stockholders' Meeting.

Alfred Reiterer: Good morning, Mr. Chairman. I am Alfred Reiterer. May I have the floor? Congratulations to the great success in 2015. Congratulations that you could make your dream come true from childhood. Since you are still very young, can you tell us something about your dreams for the next years? What can we expect from Emperador?

Dr. Tan: Well, at the moment, I think the acquisitions in the last two years of Whyte and Mackay and Fundador gave us enough things on the plate, and in the next two years we need to be very focused and I think what is very important for us is to be able to sell more Emperador products to the world market. And in fact, we are actually doing that now and I'll let Mr. Winston Co explain.

Mr. Co: Yes, Sir. We are entering an exciting period in our corporate life. Today we are a global enterprise. We are in 100 countries around the world and in most airports when you go around the world you can see our products – the Whyte and Mackay products, the Dalmore and Jura, enjoying a very good position in the single malt whisky, and because of these acquisition, the integration of the Whyte and Mackay business and the Fundador business into our portfolio, we are now able to export our Emperador products outside into the international market. And looking forward today as you all know, we are already the largest brandy component in the world, and we have a very very good position in the single malt whisky in the world as well, so it is our dream that we make Emperador brandy a global brand as well. So in the next couple of years, our vision by 2020 is to make Emperador brandy a global brand, alongside Fundador and Whyte and Mackay brands.

Alfred Reiterer: So we can expect some more acquisitions?

Mr. Co: As mentioned earlier by our Chairman, we are happy where we are. I think there are huge opportunities within our current portfolio. But as an enterprise we always look at opportunities so if there are exciting opportunities out there, definitely we will consider.

Alfred Reiterer: Okay. Last question. Dividend policy for the future?

Mr. Co: We don't have a defined dividend policy. But historically we declare 40% of our earnings as dividends.

Alfred Reiterer: Will you give some dividend announcements today?

Mr. Co: Maybe in the forecoming days.

John T. Lao: Good morning. I would like to know what is the percentage of international sales in revenue and net income compared to the local sales in revenue and net income of the Company? What is the contribution margin of the international sales?

Kenneth Nerecina: In 2015 about 38% of our consolidated revenues came from Whyte and Mackay. So it's a 62%-38% split now between Emperador Distillers, Inc. and Whyte and Mackay.

John T. Lao: When you do envision that to improve? Because I think the international market is bigger than

the Philippine market so I would expect the contribution of the international sales to be bigger than the Philippines.

Co: You are absolutely right. The international market can be a significant portion of our revenues moving forward, and also of our margins, definitely. But what you must remember that for Emperador brandy, we are also doing the international part of the business. We are exporting as well. So as we speak, we have signed an agreement to make Emperador brandy available in North America and United States so hopefully by the latter part of this year when you go to the United States of America, you will be able to see Emperador brandy there. Today we are in Canada. But in the next couple of months you'll see Emperador brandy in Spain. We are currently signing agreements with 10 Central Eastern Europe countries and we are currently three or four African countries as well, so we are moving forward into the international market not only using our Whyte and Mackay platform in the portfolio but also the Fundador platform, so there are great opportunities in using international market as well. And we expect both revenues, both international and domestic to go up. In terms of percentage, we are expecting revenues to be higher in international over time, because they are of high value products and the margins will move towards the same direction as well.

John T. Lao: So when do you expect the latest acquisitions to bear fruit and contribute substantially in the net income of the company?

Co: Well, today, both companies are accretive, and I would like to report that at the first year that we operated Whyte and Mackay it already contributed to both revenues and net income, and we expect Fundador to do the same this year so we expect margin contribution coming from Fundador as well. Both companies are accretive and we look at them as potential key drivers in moving this company forward in terms of revenues and profits.

Stockholder: Good morning Sir. I've been hearing a lot about premiuminization. Can you expound on this?

Co: When you look at the stats or the numbers, 98% of the spirit market is domestic products. Only 2% comes from imported or premium brands. So we felt that there is an open space for this segment of the market to grow, especially with the improving Philippine economy. And we expect the economy to continue to grow about 6% GDP, and in the next couple of years there will be a transformation in our society. Our middle class is expecting to grow by double in 2020. So we are positioning ourselves to be able to premiumize our offering to the consumers. And when you look at the landscape and you look at our competitive set, as in our competitors, we are the only company in the Philippines that is poised or capable or premiumizing our products, and the way to do that is because we have assets, we have technologies abroad like from Scotland, Whyte and Mackay, from Fundador in Spain. We have the source materials, the technology to produce world-class, high quality products in the Philippines. At the same time, we are able to bring in our renowned brands, like Fundador, Whyte and Mackay, Jura, the Dalmore, into the Philippines and make them available to the consumers. So yes, that is our key thrust. We have the portfolio, we have the technologies, and we have the aged inventory to develop this premium segment.

Stockholder: Good morning Mr. Co. I have one question. Emperador, our company, is known for brandy. I'm just wondering what made us launch a whisky named Andy Player from last year.

Mr. Co: When you look at the Philippine landscape again, you know that our brandy own roughly 50% of the domestic liquor business. The other half is basically shared by our competitors. So being the largest and dominant player in the Philippines, we felt that it is time for us to occupy the whisky space because when you look at the landscape today, there is no domestic whisky player. And we felt that this a space that we need to own. And our Chairman, you know that way back, around 25 years, we introduced whisky, the Andy Player whisky. During that time it was one, if not the largest selling product in the market. So we felt that it was about time to bring it back, and with the resources we have in Scotland, we will be able to a world class whisky. In fact we have. And this is the first. We believe that is an innovation, and this is the perfect blend of our Chairman, Mr. Tan. And he has done an exceedingly fantastic job as well as the liquid and the packaging is concerned. I encourage everyone to buy a bottle and taste the product. This may be the only product in the entire world that you can drink neat, with ice, or with soda. And if you mix it with Coke, it's just a wonderful product. And I believe it is unique in the world. It fits well with the Filipino palette. So this is whisky made for the Filipinos. And in fact, we had an international conference with our dealers who came in three weeks ago. These are our regional partners from Africa, from Middle East, from Asia. They came here to have a conference with us and we presented our products and they were blown away by the quality, the standard

and the uniqueness of this product. So we will see in the years ahead that not only Emperador, but also our Andy Player whisky in the international distribution. And we felt that it was about time that the Filipinos enjoy a world class whisky, at a slightly premium price than Emperador. Please buy a bottle and enjoy it.

Anne Panopio: Good morning, Sir. I am Anne Panopio. In the coming months, there will be an alcohol ban. How will this affect your business?

Mr. Co: Actually this is not something new. It has been done in Davao. But Davao is one of the highest alcohol consumption area in Mindanao, in spite of the ban, because somehow people eventually adjust. When you look at the local or the spirit, because we classify our products into fermented drinks, such as beer, and we have the imported spirits, the Jura, the Dalmore, the Johnnie Walker, and of course we have the mass market brands such as Emperador. In our research, 90% of the Emperador consumption are done at home. It's a home consumption. Only 10% is out of home. So we feel that it will have minimal impact to our products. And we have always been at the forefront of consumer education in terms of drinking, drinking responsibly, particularly our Emperador Light. So we feel that if there is any effect it will not be on the local domestic spirits but it might have an impact on beer because beer is more on trade, more on premise, and maybe a little bit of imported. But as far as home consumption is concerned, we believe that it is stable. In fact, it might grow in terms of home consumption.

Stockholder: Good morning. Once again congratulations on the Fundador acquisition. But can you please explain further the rationale behind the acquisition of Fundador? Why Fundador? Should we expect all the other brands under Fundador in our local markets as well?

Mr. Co: Well, Fundador has been an icon of premium brandy and spirits in the Philippines for the past 120 years, long before any of us in this room was born. It has been an icon here more than a century. And as the largest company in the Philippines and the largest brandy in the world, we felt the need to consolidate our position in the Philippines. So now we not only dominate the mass market, we also now have control of the premium market because Fundador is the largest selling premium brandy in the Philippines. Now we have fairly consolidated our position in the brandy segment so we own both the mass market, premium mass, and the premium segments of the brandy business. And that is a very very good position to be in. As mentioned earlier in the presentation, Fundador is in thirty countries around the world, and the largest and oldest company in Spain. Our footprint in Spain is that we have the largest selling brandy as well, which is Terry Centenario. So we felt that as a brandy company this is a very good acquisition and a very good addition to our current portfolio brands. It cements and strengthens our position here in the Philippines and abroad.

5. Result of Annual Stockholders' Meeting's Resolutions:

Resolution	Approving	Dissenting	Abstaining
Approval of the Minutes	<u>Stockholders</u>		
of the Annual Meeting of	representing more than		
Stockholders held on 18	2/3 of the Company's		
May 2015	outstanding shares		
Ratification of acts of the	<u>Stockholders</u>		
<b>Board of Directors, Board</b>	representing more than		
Committees, and	2/3 of the Company's		
<u>Management</u>	outstanding shares		
	<u>Stockholders</u>		
Appointment of External	representing more than		
<u>Auditors</u>	2/3 of the Company's		
	outstanding shares		
	<u>Stockholders</u>		
Floation of Divestors	representing more than		
Election of Directors	2/3 of the Company's		
	outstanding shares		

6. Date of publishing of the result of the votes taken during the most recent AGM for all resolutions:

The results of the Annual and Special meeting of stockholders were disclosed to the public via PSE on 16 May 2016.

(e) Modifications

State, if any, the modifications made in the Annual/Special Stockholders' Meeting regulations during the most recent year and the reason for such modification: None

Modifications		Reason for Modification	
N/A			

#### (f) Stockholders' Attendance

(i) Details of Attendance in the Annual/Special Stockholders' Meeting Held:

Type of Meeting	Names of Board members / Officers present	Date of Meeting	Voting Procedure (by poll, show of hands, etc.)	% of SH Attending in Person	% of SH in Proxy	Total % of SH attendance
Annual	1. Andrew L. Tan 2. Winston S. Co 3. Katherine L. Tan 4. Kingson U. Sian 5. Kendrick Andrew L. Tan 6. Alejo L. Villanueva, Jr. 7. Enrique M. Soriano III	16 May 2016	Show of hands	0.001	94.16	<u>94.16</u>

(ii) Does the company appoint an independent party (inspectors) to count and/or validate the votes at the ASM/SSMs?

Yes, the Company's stock and transfer agent.

(iii) Do the company's common shares carry one vote for one share? If not, disclose and give reasons for any divergence to this standard. Where the company has more than one class of shares, describe the voting rights attached to each class of shares.

YES.

# (g) Proxy Voting Policies

The Company does not solicit proxies and does not require a proxy.

State the policies followed by the company regarding proxy voting in the Annual/Special Stockholders' Meeting.

	Company's Policies
Execution and acceptance of proxies	Must be signed by authorized signatory of the stockholder with accompanying resolutions designating the proxy/representative
Notary	Not required
Submission of Proxy	Must be submitted at least 10 days before the scheduled meeting
Several Proxies	Allowed
Validity of Proxy	Appointment shall not exceed 5 years from date of grant and may be revoked by the stockholders at any time before the right granted is exercised.
Proxies executed abroad	Allowed
Invalidated Proxy	Share/s shall not be counted for quorum
Validation of Proxy	At least 10 days before scheduled meeting
Violation of Proxy	Vote/s shall not be counted

# (h) Sending of Notices

State the company's policies and procedure on the sending of notices of Annual/Special Stockholders' Meeting.

The Company complies with the procedure provided in the Corporation Code and the Securities Regulation Code

Policies	Procedure	
The Company shall exercise transparency and fairness in the conduct of the Company's annual and special stockholders' meetings. The stockholders are encouraged to personally attend such meetings.	Pursuant to the By-laws of the Company, notices for regular or special meetings of Stockholders may be sent by the Secretary by personal delivery or by mail at least 2 weeks prior to the date of the meeting to each stockholders of record at his last known post office address or by publication in a newspaper of general circulation. The notice shall state the place, date, and hour of the meeting, and the purpose and purposes for which the meeting is called. In case of special meetings, only matters stated in the notice can be the subject of motions or deliberations at such meeting. However, considering that the Securities Regulation Code requires notices of stockholders' meeting to be sent 15 business days prior to the meeting, the Company adheres to the requirements of the SRC.	

# (i) Definitive Information Statements and Management Report

Number of Stockholders entitled to receive		
Definitive Information Statements and	282	
Management Report and Other Materials		
Date of Actual Distribution of Definitive		
Information Statement and Management Report	April 22, 2016;	
and Other Materials held by market		
participants/certain beneficial owners		
Date of Actual Distribution of Definitive		
Information Statement and Management Report	April 22, 2016;	
and Other Materials held by stockholders		
State whether CD format or hard copies were		
distributed	CD format were distributed	
If yes, indicate whether requesting stockholders	Requesting stockholders were provided hard	
were provided hard copies	copies	

# (j) Does the Notice of Annual/Special Stockholders' Meeting include the following:

Each resolution to be taken up deals with only one item.	YES
Profiles of directors (at least age, qualification, date of first appointment, experience, and directorships in other listed companies) nominated for election/re-election.	YES
The auditors to be appointed or re-appointed.	YES
An explanation of the dividend policy, if any dividend is to be declared.	N/A

The amount payable for final dividends.	N/A
Documents required for proxy vote.	YES

Should any of the foregoing information be not disclosed, please indicate the reason thereto.

# 2) Treatment of Minority Stockholders

(a) State the company's policies with respect to the treatment of minority stockholders.

The Company's Manual of Corporate Governance provides for the protection of minority stockholders' rights in terms of voting, inspection of corporate records, right to information, right to dividends, and the exercise of appraisal rights.

The Manual of Corporate Governance vests in the Board of Directors the duty to promote shareholder rights, remove impediments to exercise of shareholders' rights, and allow possibilities to seek redress for violation of their rights. The Board is also tasked to encourage the shareholders to exercise their voting rights and the solution of collective action problems through appropriate mechanisms. The board shall also be instrumental in removing excessive costs and other administrative or practical impediments to shareholder participation.

Policies	Implementation	
Voting rights	All shareholders, including minority shareholders, have the right to elect, remove, and replace directors. They also have the right to vote on certain corporate acts, as provided under the Corporation Code. With the use of cumulative voting, minority shareholders may vote together to ensure the election of a director.	
All shareholders are allowed to inspection of Corporate records  Inspection of Corporate records  They may also be furnished with annual including financial statements, without restrictions.		
Right to information	Aside from the right to be provided with copies of periodic reports upon requests, minority shareholders shall have the right to propose the holding of a meeting. Minority shareholders shall also have access to any and all information relating to matters for which the management is propose the inclusion of matters pertaining to management accountability in the agenda of the stockholders' meeting.	
Right to dividends	All stockholders are entitled to receive dividends upon the declaration thereof by the Board of Directors. The Board may also make arrangements with stockholders whereby dividends and other distributions may be reinvested in new shares instead of being paid in cash to stockholders	
Appraisal right	Shareholders have the appraisal right or the right to dissent and demand payment of the fair value of their shares as provided under Section 82 of the Corporation Code under any of the following circumstances:  a. Amendment of articles of incorporation has the effect of changing or restricting	

the rights of any stockholders or class of		
shares, or of authorizing preferences in		
any respect superior to those of		
outstanding shares of any class, or of		
extending or shortening the term of		
corporate existence;		
b. In case of sale, lease, exchange,		
transfer, mortgage, pledge or other		
disposition of all or substantially all of		
the corporate property and assets as		
provided in the Corporation Code; and		
c. In case of merger or consolidation		

(b) Do minority stockholders have a right to nominate candidates for board of directors?

Yes. All shareholders have the right to nominate candidates for the board of directors. However, they must conform to the eligibility requirements under the Corporation Code and Manual of Corporate Governance, as well as the guidelines set by the Nomination Committee.

#### K. INVESTORS RELATIONS PROGRAM

Discuss the company's external and internal communications policies and how frequently they are reviewed.
 Disclose who reviews and approves major company announcements. Identify the committee with this responsibility, if it has been assigned to a committee.

The Company has an internal vetting process for communication to ensure that all information disseminated is accurate. Communications are also reviewed by the Compliance Officer to ensure that the regulatory requirements of the PSE and SEC are met. Finally, in cases where there may be legal implications or repercussions to the Company, the opinion of the Corporate Secretary is also sought. No specific committee has been assigned to review and approve major company announcements. However, major communications of the Company are reviewed by the President and the CEO.

2) Describe the company's investor relations program including its communications strategy to promote effective communication with its stockholders, other stakeholders and the public in general. Disclose the contact details (e.g. telephone, fax and email) of the officer responsible for investor relations.

	Details	
(1) Objectives	To establish and maintain an investor relations program that will	
	keep stockholders informed of important developments in the	
	Company and ensure them that the Company values their	
	investment.	
(2) Principles	Accuracy, transparency, and timelines are the core principles	
	that guide the Company's investor relations program	
(3) Modes of Communications	Press Releases; Company Website; Investor Presentations;	
	Analysts' Briefing	
(4) Investors Relations Officer	Kenneth V. Nerecina	
	Tel No. 9088130, Fax. No. 8366001,	
	kvnerecina@emperadordistillers.com	

3) What are the company's rules and procedures governing the acquisition of corporate control in the capital markets, and extraordinary transactions such as mergers, and sales of substantial portions of corporate assets?

The Company takes guidance from the applicable law, the rules and regulations of the Securities and Exchange Commission and the Philippine Stock Exchange with respect to the approval, pricing and disclosure of acquisitions of corporate control in the capital markets and extraordinary transactions. Acquisitions and other extraordinary transactions are approved by the Board using its sound discretion taking into consideration the best interest of

the Company.

Name of the independent party the board of directors of the company appointed to evaluate the fairness of the transaction price.

None. The Company may engage an independent appraiser as the need arises.

#### L. CORPORATE SOCIAL RESPONSIBILITY INITIATIVES

Discuss any initiative undertaken or proposed to be undertaken by the company.

These activities are undertaken directly at the subsidiary level. Some of the Company's directors and officers may render some form of community service or social responsibility activity in connection with the activities of the respective subsidiaries and affiliates that they handle.

Initiative	Beneficiary
See above	

#### M. BOARD, DIRECTOR, COMMITTEE AND CEO APPRAISAL

Disclose the process followed and criteria used in assessing the annual performance of the board and its committees, individual director, and the CEO/President.

	Process	Criteria
Board of Directors	None	
<b>Board Committees</b>	None	
Individual Directors	Attendance at meetings	Minimum attendance required under Manual of Corporate Governance
CEO/President	None	None

# N. INTERNAL BREACHES AND SANCTIONS

Discuss the internal policies on sanctions imposed for any violation or breach of the corporate governance manual involving directors, officers, management and employees.

The Company substantially complied with its Manual of Corporate Governance and did not materially deviate from its provisions.

No sanctions have been imposed on any director, officer or employee on account of non-compliance.

Violations	Sanctions
N/A	

#### SECRETARY'S CERTIFICATE

- I, DOMINIC V. ISBERTO, of legal age, Filipino, with office address at 28th Floor, The World Centre, 330 Sen. Gil Puyat Avenue, Makati City, Philippines, after having been sworn in accordance with law, depose and state that:
- I am the Corporate Secretary of EMPERADOR INC., a corporation duly organized and existing under Philippine laws, with office address at 7th Floor, 1880 Eastwood Avenue, Eastwood City CyberPark, 188 E. Rodriguez Jr. Avenue, Bagumbayan, Quezon City, Metro Manila, Philippines (hereafter, the "Corporation").
- The resolutions approved by the Board of Directors of the Corporation that resulted in the changes and/or updates to the Annual Corporate Governance Report of the Corporation are set out in the attached as Annex "A" hereof.
- This Certification is issued in compliance with the requirements of SEC Memorandum Circular No. 12 dated 26 May 2014.

Signed this 26 May 2017 at Makati City.

MAKATI CITY

SUBSCRIBED AND SWORN to before me this

at Philippines, affiant exhibiting to me his Social Security System Identification No. 33-1952824-1.

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Book No.

Series of 2017

**NOTARY PUBLIC** 

ATTY. VIRGIZIO R. BATALLA

NOTARY PUBLIC FOR MAKATI CITY APPT. NO. M-88

UNTIL DEC. 31, 2018 ROLL OF ATTY. NO. 48348

MCLE COMPLIANCE NO. IV-0016333-4/10/13 LB.P O.R No. 706762, LIFETIME MEMBER JAN. 29,2007

PTR No. 590-90-82 JAN.3, 2017

EXECUTIVE BLDG. CENTER

MAKATI AVE. COR., JUPITER ST. MAKATI CITY

#### **ANNEX "A"**

I. At the Special Meeting of the Board of Directors of the Corporation held on March 18, 2016, the following resolutions were approved:

"RESOLVED, that the Corporation set its Annual Meeting of Stockholders (the "Annual Meeting") on 16 May 2016, 9:00 a.m., at the Grand Ballroom, Eastwood Richmonde Hotel, 17 Orchard Road, Eastwood City, Bagumbayan, Quezon City, Metro Manila, Philippines, with the following agenda:

- 1. Call to Order
- 2. Certification of Notice and Quorum
- Approval of the Minutes of the Annual Meeting of Stockholders held on 18 May 2015
- 4. Annual Report of Management
- Ratification of Acts of the Board of Directors, Board Committees, and Management
- 6. Appointment of External Auditors
- 7. Election of Directors
- 8. Other matters
- 9. Adjournment

"RESOLVED, FURTHER, that the Stockholders of record at the close of business on 08 April 2016 are entitled to notice of, and to vote at, the Annual Meeting."

- II. The following are the excerpts of the Minutes of Meeting of and resolutions approved during the Annual Stockholders' Meeting held on 16 May 2016:
  - a. Appointment of External Auditors

The Presiding Officer informed the stockholders that the Board of Directors, upon recommendation of the Audit Committee, has resolved to re-appoint Punongbayan and Araullo as external auditors of the Corporation for the audit of the Corporation's financial statements for the year ending December 31, 2016, and submits for approval the re-appointment of Punongbayan & Araullo as external auditors.

Upon motion made and duly seconded, the stockholders approved the following resolution:

"RESOLVED, that the Punongbayan and Araullo be appointed as the external auditors of the Corporation for the audit of the Corporation's financial statements for the year ending December 31, 2016."

#### b. Election of Directors

The Presiding Officer informed the stockholders that, for the current year 2016, the Corporation will be electing seven directors at least two of whom shall be independent directors pursuant to the Securities and Regulation Code and the Corporation's Revised Manual of Corporate Governance.

Ms. Loren Kaye Ostia, on behalf of the Nomination Committee, presented the Final List of Nominees for election as members of the Board of Directors, as follows: Andrew L. Tan, Winston S. Co, Katherine L. Tan, Kendrick Andrew L. Tan, Kingson U. Sian as regular directors and Alejo L. Villanueva, Jr. and Enrique M. Soriano III as the independent directors. Ms. Ostia likewise reported that the Final List of Nominees for election as directors of the corporation possess all the required qualifications and none of the disqualifications to hold office as directors of the corporation.

The Corporate Secretary then informed the Presiding Officer that no further nominations shall be allowed pursuant to the Corporation's By-Laws, as amended.

Thereafter, it was moved and seconded that since there were only seven nominees and there are only seven seats in the Board, all seven nominees were considered elected by acclamation to the Board of Directors for the current year 2016.

III. At the Organizational Meeting of the Board of Directors of the Corporation held on 16 May 2016, the following were elected as officers of the Corporation:

Chairman - Andrew L. Tan
President and Chief Executive Officer - Winston S. Co

Treasurer - Katherine L. Tan
Executive Director - Kendrick Andrew L. Tan

Chief Finance Officer,

Corporate Information Officer and

Compliance Officer - Dina D. Inting
Corporate Secretary - Dominic V. Isberto
Asst. Corporate Secretary - Rolando D. Siatela

Pursuant to the Company's Manual on Corporate Governance and SEC Memorandum Circular No. 06, Series of 2004, the Board constituted the following board committees for the current year:

#### NOMINATION COMMITTEE

- a. Alejo L. Villanueva Jr. (Independent Director) Chairman
- b. Winston S. Co
- c. Kendrick Andrew L. Tan

#### II. COMPENSATION AND REMUNERATION COMMITTEE

- a. Alejo L. Villanueva Jr. (Independent Director) Chairman
- b. Andrew L. Tan
- c. Winston S. Co

#### III. AUDIT COMMITTEE

- a. Alejo L. Villanueva Jr. (Independent Director) Chairman
- b. Enrique M. Soriano III (Independent Director)
- c. Andrew L. Tan
- IV. At the Special Meeting of the Board of Directors of the Corporation held on July 18, 2016, the following resolutions were approved:

"RESOLVED, that the Corporation declare a total cash dividend of PESOS: TWO BILLION SEVEN HUNDRED TWENTY ONE MILLION FIFTY SIX THOUSAND (Php2,721,056,000.00) or Php0.1688 per share, out of the unrestricted retained earnings of the Corporation as of 31 December 2015;

"RESOLVED, FURTHER that the cash dividends be payable on or before 18 August 2016 to stockholders of record as of 01 August 2016."