

Names of Related Significant Shareholders	Type of Relationship	Brief Description
	-- Not Applicable --	

(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
	-- Not Applicable --	

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
Corporation & Stockholders	-- Not Applicable --
Corporation & Third Parties	-- No Commercial Operation --
Corporation & Regulatory Authorities	

**C. BOARD MEETINGS & ATTENDANCE**

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

**The Board Meetings are scheduled on the 1<sup>st</sup> quarter of each year.**

2) Attendance of Directors

Board	Name	Date of Election	No. of Meetings Held during the year	No. of Meetings Attended	%
Chairman	Florentino M. Herrera III	Sept.22,2016	3	3	
Member	Mary Rogelyn T. Cabrera	Sept.22,2016	3	3	
Member	Evelyn L. Forbes	Sept.22,2016	3	3	
Member	David Wang	Sept.22,2016	3	3	
Member	Chen Yu Cheng	Sept.22,2016	3	3	
Member	Jaime Sto. Domingo	Sept.22,2016	3	3	
Member	Amy Huang	Sept.22,2016	3	3	
Member	Alan Tsai	Sept.22,2016	3	3	
Member	Ma.Belina B. Mariano	Sept.22,2016	3	3	
Independent	Renato V. Diaz	Sept.22,2016	3	3	
Independent	Consolacion Sanchez	Sept.22,2016	3	3	
Independent	Marcelo T. Dy	Sept.22,2016	3	3	

3) Do non-executive directors have a separate meeting during the year without the presence of any executive? If yes, how many times? **NONE**

4) Is the minimum quorum requirement for Board decisions set at two-thirds of board members? Please explain.

**No, the by-laws only require a simple majority of the Board of Directors to constitute a quorum.**

5) Access to Information

(a) How many days in advance are board papers<sup>5</sup> for board of directors meetings provided to the board?  
**At least 15 days before the Board Meeting.**

(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?

**The Corporate Secretary assists the Chairman in preparing the board agenda, attends Board and Stockholders Meeting and prepares minutes of the meeting.**

(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:

Yes  No

Committee	Details of the procedures
Executive	} <b>The Directors can call-up Management for the information needed.</b>
Audit	
Nomination	
Remuneration	
Others (specify)	

6) External Advice

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

Procedures	Details
-- Not Applicable --	

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
	-- Not Applicable --	
	- No Commercial Operation -	

<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.