#### **SECURITIES AND EXCHANGE COMMISSION**

#### SEC FORM - ACGR

#### ANNUAL CORPORATE GOVERNANCE REPORT

#### **GENERAL INSTRUCTIONS**

#### (A) Use of Form ACGR

This SEC Form shall be used to meet the requirements of the Revised Code of Corporate Governance.

#### (B) Preparation of Report

These general instructions are not to be filed with the report. The instructions to the various captions of the form shall not be omitted from the report as filed. The report shall contain the numbers and captions of all items. If any item is inapplicable or the answer thereto is in the *negative*, an appropriate statement to that effect shall be made. Provide an explanation on why the item does not apply to the company or on how the company's practice differs from the Code.

### (C) Signature and Filing of the Report

- A. Three (3) complete set of the report shall be filed with the Main Office of the Commission.
- B. At least one complete copy of the report filed with the Commission shall be manually signed.
- C. All reports shall comply with the full disclosure requirements of the Securities Regulation Code.
- D. This report is required to be filed annually together with the company's annual report.

### (D) Filing an Amendment

Any material change in the facts set forth in the report occurring within the year shall be reported through SEC Form 17-C. The cover page for the SEC Form 17-C shall indicate "Amendment to the ACGR".

#### **SECURITIES AND EXCHANGE COMMISSION**

#### SEC FORM - ACGR

#### ANNUAL CORPORATE GOVERNANCE REPORT

Report is Filed for the Year: 2012¹

2. Exact Name of Registrant as Specified in its Charter: GINEBRA SAN MIGUEL INC.

3. 3<sup>rd</sup> & 6<sup>th</sup> Floors, San Miguel Properties Centre,

1550

St. Francis Street, Ortigas Center, Mandaluyong City

Address of Principal Office Postal Code

4. SEC Identification Number: **142312** 5. (SEC Use Only)

**Industry Classification Code** 

6. BIR Tax Identification Number: <u>000-083-856-000</u>

7. **(632) 841-5100** 

Issuer's Telephone number, including area code

8. **N/A** 

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

<sup>&</sup>lt;sup>1</sup> Updated to reflect information relative to the seminar on Corporate Governance attended by Mr. Ramon S. Ang, Vice Chairman and Mr. Ferdinand K. Constantino, Non-Director Member of various Board Committees of the Company, on November 7, 2016, as disclosed in SEC Form 17-C filed with SEC on November 9, 2016.

Updated to reflect information relative to the seminar on Corporate Governance attended by Directors Minita V. Chico-Nazario and Francisco S. Allejo III on September 9, 2016, as disclosed in SEC Form 17-C filed with SEC on September 14, 2016.

Already reflects the Consolidated Changes to the ACGR for the year 2015.

Already includes updates relative to the attendance of Directors in 2015 Board Meetings, per advisement letter filed with SEC on January 5, 2016.

Updated for the year ended December 31, 2015.

Also updated to reflect information relative to the 2016 Regular Stockholders' Meeting of the Company and Organizational Meeting of the Board of Directors of the Company, both held on May 26, 2016, as disclosed in SEC Form 17-C filed with the SEC on the same date.

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#### **BOARD MATTERS**

#### 1) Board of Directors

Number of Directors per Articles of Incorporation	9
Actual number of Directors for the year	9

(a) Composition of the Board<sup>2</sup>

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)	Elected when (Annual /Special Meeting)	No. of years served as director
Eduardo M. Cojuangco, Jr.	NED	N/A	Ramon S. Ang	October 21, 1998	May 26, 2016	Annual Meeting	17
Ramon S. Ang	NED	N/A	Ramon S. Ang	April 4, 2000	May 26, 2016	Annual Meeting	16
Bernard D. Marquez	ED	N/A	Ramon S. Ang	May 12, 2011	May 26, 2016	Annual Meeting	5
Leo S. Alvez	NED	N/A	Ramon S. Ang	April 24, 2002	May 26, 2016	Annual Meeting	14
Gabriel S. Claudio	NED	N/A	Ramon S. Ang	November 10, 2010	May 26, 2016	Annual Meeting	5
Francisco S. Alejo III	NED	N/A	Ramon S. Ang	May 28, 2015	May 26, 2016	Annual Meeting	1
Mario K. Surio	NED	N/A	Ramon S. Ang	May 28, 2015	May 26, 2016	Annual Meeting	1
Minita V. Chico-Nazario	ID	N/A	Ramon S. Ang	March 9, 2012	May 26, 2016	Annual Meeting	4
Francisco H. Villaruz, Jr.	ID	N/A	Ramon S. Ang	November 6, 2014	May 26, 2016	Annual Meeting	1

(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 Board of Directors (the "Board") of the Company has adopted a Manual of Corporate Governance and amended the same on March 30, 2013 (the "CG Manual"). The CG Manual aims to institutionalize the principles of good corporate governance in the entire organization. The Company's Board, Management, Officers, employees and shareholders believe that corporate governance is a necessary component of what constitutes sound strategic business management and will therefore undertake every effort necessary to create awareness

<sup>2</sup> Updated to reflect information relative to the 2016 Regular Stockholders' Meeting of the Company held on May 26, 2016, as disclosed in SEC Form 17-C filed with the SEC on the same date. Number of years of service is further updated as of May 31, 2016

thereof within the organization as soon as possible. On May 8, 2014, the Board again amended the CG Manual to align the provisions thereof with the SEC Memorandum Circulars Nos. 5 and 20, Series of 2013, and SEC Memorandum Circular No. 1, Series of 2014, which affect the duties of the Compliance Officer, Corporate Secretary and Directors, as well as the requirement relating to directors' attendance in Board meetings. Thereafter, on July 17, 2014, the Board further amended the CG Manual to incorporate the revisions made by the SEC to the Revised Code of Corporate Governance embodied in SEC Memorandum Circular No. 9, Series of 2014,

The Company recognizes that the most cogent proof of good corporate governance is that which is visible to the eyes of its investors. Thus, among others, provisions on the following matters affecting shareholders were provided in the Section 5 (Shareholders' Benefit) of the CG Manual: voting rights, pre-emptive rights, power of inspection, right to information, right to dividends and appraisal rights.

On respecting the rights of minority shareholders, Section 5 of the CG Manual expressly provides, among others the following provisions: that the Board is committed to respect the rights of the shareholders and minority interests; that a director shall not be removed without cause if it will deny minority shareholders representation in the Board; that minority shareholders shall be granted the right to propose the holding of the meeting and the right to propose items in the agenda of the meeting; and that they shall have access to any and all information relating to matters for which the Management is accountable for.

On disclosure duties, Section 4 of the CG Manual lays down the reportorial or disclosure System of the Company's corporate governance policies which essentially provides that all material information, i.e., anything that could potentially affect share price, shall be publicly disclosed.

On Board responsibilities, the Company's CG Manual espouses the belief that compliance with the principles of good corporate governance shall start with the Board of Directors. Thus, the said manual is replete with provisions relative to the duties and responsibilities of the Board. In sum, the Board's general responsibility is as follows: It shall be the Board's responsibility to foster the long-term success of the Company and secure its sustained competitiveness in a manner consistent with its fiduciary responsibility, which it shall exercise in the best interest of the Company, its shareholders and other stakeholders. The Board is responsible for formulating the Company's vision, mission, strategic objectives, policies and procedures that shall guide its activities, including the means to effectively monitor Management's performance. The Board shall conduct itself with utmost honesty and integrity in the discharge of its duties, functions and responsibilities.

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

The Board, as the need arises and upon the recommendation of Management, reviews and approves the vision and mission of the Company. The Board, during its meeting held on November 9, 2012 reviewed and approved the new vision and mission of the Company.

- (d) Directorship in Other Companies<sup>3</sup>
  - (i) Directorship in the Company's Group<sup>4</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 (Ginebra San Miguel Group):

Director's Name	Corporate Name of the Group Company	Type of Directorship (Executive, Non-Executive, Independent). Indicate if
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<sup>&</sup>lt;sup>3</sup> Updated to reflect information as of May 28, 2015, the date of the Regular Stockholders' Meeting of the Company. Further updated to reflect information as of December 31, 2015.

<sup>&</sup>lt;sup>4</sup> The Group is composed of the parent, subsidiaries, associates and joint ventures of the company.

_		director is also the Chairman.
Eduardo M. Cojuangco, Jr.	San Miguel Corporation	ED, Chairman & CEO
Ramon S. Ang	Top Frontier Investment Holdings, Inc.	ED, CEO & President
	San Miguel Corporation	ED, Vice Chairman, President &
		coo
	Distileria Bago, Inc.	NED, Chairman
	Thai San Miguel Liquor Company	NED
	Limited	
	Ginebra San Miguel International	NED, Chairman
	Limited	
Bernard D. Marquez	Distileria Bago, Inc.	ED, President
	East Pacific Star Bottlers Phils Inc.	ED, President
	Agricrops Industries, Inc.	ED, President
	Healthy Condiments, Inc.	ED, President
	Thai San Miguel Liquor Company	NED
	Limited	
	Thai Ginebra Trading	NED
	Siam Wine and Liquor Limited	NED
	Ginebra San Miguel International	NED
	Limited	
	GSM International Holdings Limited	NED
	Siam Holdings Limited	NED
	Global Beverage Holdings Limited	NED
Leo S. Alvez	San Miguel Corporation	NED
Minita V. Chico-Nazario	Top Frontier Investment Holdings Inc.	ID

### (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 (Ginebra San Miguel Group):

Director's Name	Corporate Name of the Group Company	Type of Directorship (Executive, Non-Executive, Independent). Indicate if director is also the Chairman.	
Eduardo M. Cojuangco, Jr.	San Miguel Pure Foods Company, Inc.,	NED, Chairman	
	Petron Corporation <sup>5</sup>	ED, Chairman	
Ramon S. Ang	Petron Corporation <sup>6</sup>	ED, President & CEO	
	San Miguel Pure Foods Company, Inc.	NED	
	Liberty Telecoms Holding, Inc.	NED, Chairman	
	San Miguel Brewery Hong Kong	NED, Chairman	
	Limited	NED, Chairman	
	Petron Malaysia Refining & Marketing	NED, Chairman	
	Berhad		
Francisco S. Alejo III	San Miguel Pure Foods Company, Inc.	ED, President	
Minita V. Chico-Nazario	San Miguel Pure Foods Company, Inc. <sup>7</sup>	ID	

(iii) Relationship within the Company and its Group

<sup>5</sup> Mr. Eduardo M. Cojuangco, Jr. is now the Chairman of the Board of Directors of Petron Corporation, having been elected as such on February 10, 2015. Updated per advisement letter filed with SEC on February 11, 2015.

<sup>&</sup>lt;sup>6</sup> Mr. Ramon S. Ang resigned as Chairman of the Board of Directors of Petron Corporation ("Petron"). He is now the President of Petron, having been elected as such on February 10, 2015. Updated per advisement letter filed with SEC on February 11, 2015.

Minita V. Chico-Nazario was elected as Independent Director of San Miguel Pure Foods Company, Inc. on May 8, 2015. Updated per advisement letter filed with SEC on May 13, 2015.

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
Eduardo M. Cojuangco, Jr.	San Miguel Corporation	Chairman and Chief Executive Officer
Ramon S. Ang	San Miguel Corporation	Vice-Chairman, President and Chief Operating Officer
	Top Frontier Investment Holdings, Inc.	Chief Executive Officer & President
Leo S. Alvez	San Miguel Corporation	Director

(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:

The Company provides in its CG Manual, a "Policy on Multiple Board Seats", which provides that a "A director shall exercise due discretion in accepting and holding directorships other than in the Corporation, provided that, in holding such other directorships, such director shall ensure that his capacity to diligently and efficiently perform his duties and responsibilities as a director of the Corporation is not compromised."

The Company has also adopted the requirements of SEC Memorandum Circular No. 9 series of 2011, dated December 5, 2011, on "Term Limits of Independent Directors" relative to the limitation on the number of covered companies that a person may be elected as Independent Director of business conglomerates.

# (e) Shareholding in the Company<sup>8</sup>

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	% of Capital Stock
		(name of record owner)	
Eduardo M. Cojuangco, Jr.	5,000	N/A	0.00%
Ramon S. Ang	5,000	N/A	0.00%
Bernard D. Marquez	30,000	N/A	0.00%
Leo S. Alvez	5,000	N/A	0.00%
Gabriel L. Claudio	5,000	N/A	0.00%
Francisco S. Alejo III	5,000	N/A	0.00%
Mario K. Surio	5,000	N/A	0.00%
Minita V. Chico Nazario	5,000	N/A	0.00%
Francisco H. Villaruz, Jr.	5,000	N/A	0.00%

<sup>&</sup>lt;sup>8</sup> Information under this item only refers to the incumbent members of the Board of Directors who were elected during the Regular Stockholders' Meeting held on May 28, 2015. Updated per SEC Form 17-C filed with the SEC on May 28, 2015.

The same information is reflected in SEC Form 17-A filed with the SEC on April 14, 2016.

All the 2015 directors were re-elected during the 2016 Regular Stockholders' Meeting of the Company held on May 26, 2016, as disclosed in SEC Form 17-C filed with the SEC on the same date.

### 2) Chairman and CEO

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

Yes	No	٧

The duties and responsibilities of the Chairman and CEO are properly laid down in the Company's By-laws and CG Manual, which help in the maintenance of proper checks and balances to ensure that the Board obtains the benefit of independent views and perspectives.

Identify the Chair and CEO:

Chairman of the Board/CEO	Eduardo M. Cojuangco, Jr.
President	Bernard D. Marquez

# (b) Roles, Accountabilities and Deliverables

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

	Chairman	Chief Executive Officer
Role	The Company's By-laws prescribed that the Chairman of the Board shall be the Chief Executive Officer of the Company. He is the Head of the Board and presides at meetings of the directors and stockholders.	Responsible for the general supervision, administration and management of business of the Company (As provided in the Company by-laws and CG Manual Exercise such other powers and
	He shall exercise such other powers and performs such other functions and duties as the Board may assign.	performs such other functions and duties as the Board may assign.
Accountabilities	Accountable to all shareholders of the Company.	Accountable to all shareholders of the Company.
Deliverables	The Chairman shall have the following duties and functions:  Ensure that the meetings of the Board are held in accordance with the by-laws of the Company;  Supervise the preparation of the agenda of the meeting in coordination with the Corporate Secretary;  Maintain qualitative and timely lines of communication and information between the Board and the Management; and  Conduct regular board meetings and	Among others, the Chief Executive Officer certifies the preparation and fair representation of the consolidated financial statements of the Company, as well as compliance with the requirements of SEC Form 17-A.

annual stockholders' meetings.	

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

The Board through the Executive Compensation Committee review, among others, the promotion and career advancement directives of the Company. (Sec 2.2.2.2.1 CG Manual).

The Company also has a Management Development Program (MDP) which is a holistic and purposive program aimed at ensuring the timely availability of the required number of employees at the middle level and up, with the necessary education, experience and personal characteristics, to fulfill short- and long-term needs of the organization.

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.

Yes. The Company's CG Manual, requires, among others, that all its directors be at least college graduates or have sufficient experience in managing the business to substitute for such formal education.

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

Yes. The Company's CG Manual, requires, among others, that all its directors be at least college graduates or have sufficient experience in managing the business to substitute for such formal education.

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

	Executive	Non-Executive	Independent Director
Role	The Company's By-Laws prescribe that the President, who shall be a director, shall be the Chief Operating Officer of the Company and shall have general supervision and direction of the day to day business affairs of the Company. He is the official representative of the Company to the Board. He presents the Company's performance to the Board and serves as the link between Management and the Board.	The Board's duty is to foster the long-term success of the Company and secure its sustained competitiveness in a manner consistent with its fiduciary responsibility, which it shall exercise in the best interest of the Company, its shareholders and other stakeholders.  The Board is responsible for formulating the Company's vision, mission, strategic objectives, policies and procedures that shall guide its activities, including the means to effectively monitor	Independent directors perform the same roles, duties and responsibilities as Non-Executive Directors. Their role is to exercise independent judgment in carrying out their responsibilities as a director.  An Independent Director also chairs the Audit Committee of the Board.

Management's performance.

The Board shall ensure a high standard of best practice for the Company and its stakeholders, as reflected in its numerous duties and responsibilities, including but not limited to the following:

- Implement а process of selection to ensure a mix of competent directors and officers who can add value and contribute independent judgment to the formulation of sound corporatestrategies and policies;
- **Appoint** competent, professional, honest and highlymotivated Management officers and adopt an effective succession planning program for Management;
- Provide sound strategic policies and guidelines on major capital expenditures and other programs to sustain the

- Company's long-term viability and strength, and periodically evaluate and monitor the implementation of such policies and strategies;
- Formulate a clear policy on accurately, timely and effectively communicating or relating with the Company's stakeholders and agencies regulating the Company;
- Adopt a system
   of internal
   checks and
   balances, and
   to review
   regularly the
   effectiveness
   thereof;
- Formulate and implement policies and procedures that would ensure the integrity and transparency of related party transactions between and among the Company and parent its company, joint ventures, subsidiaries, associates, affiliates, major shareholders, Officers and

directors,
including their
spouses,
children and
dependent
siblings and
parents, and of
interlocking
director
relationships by
members of the
Board;

The Board shall also have the following oversight responsibilities, to name a few, for ensuring the presence of adequate and effective internal control mechanisms:

- Establish organizational and operational controls commensurate with, among others, the nature and of complexity the business of the Company and its culture, volume, size and complexity of transactions; degree of risks involved, degree centralization and delegation of authority; extent and effectiveness of information technology; and extent of regulatory compliance;
- Ensure that an independent audit

Г		manch and the t	
		mechanism is in	
		place to	
		monitor the	
		adequacy and	
		effectiveness of	
		the Company's	
		governance,	
		operations and	
		information	
		systems,	
		including the	
		reliability and	
		integrity of	
		financial and	
		operational	
		information,	
		the	
		effectiveness	
		and efficiency	
		of operations,	
		the	
		safeguarding of	
		assets, and	
		compliance	
		with laws, rules,	
		regulations and	
		contracts.	
	The Executive Director is	The Board is accountable	In addition to the
	accountable to all the	to the shareholders and	accountabilities of Non-
	shareholders of the	stakeholders and should	Executive Directors,
	Company as he is in	thus ensure that they are	Independent Directors
	charge of the day to day	provided with an	are also expected to
	operations of the	adequate assessment of	ensure that their
	Company.	the Company's business	independence is
Assountabilities		condition, position and	maintained.
Accountabilities		prospects through the	
		filing of reports required	They are likewise,
		by law and regulators.	expected to as much as
		The Board should also	possible attend the
		ensure that they are	meetings of the Board
		informed of important	and Board Committee
		developments in the	meetings to promote
		Company.	transparency.
Deliverel	Improved shareholder	Improved shareholder	Improved shareholder
Deliverables	value	value	value

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

As provided in the Company's CG Manual, an "Independent Director" is a person who, apart from his fees and shareholdings, has no business or relationship with the Corporation, which could, or could reasonably be perceived to, materially interfere with the exercise of his independent judgment in carrying out his responsibilities as a director. An Independent Director shall submit to the Corporate Secretary a certification confirming that he possesses all the qualifications and none of the disqualifications of an Independent Director at the time of his election and/or re-election as an Independent Director.

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 requirements of SEC Memorandum Circular No. 9 series of 2011, dated December 5, 2012 on "Term Limits of Independent Directors".

The independent directors of the Company are nominated and elected in accordance with the Company's By-laws, CG Manual and the SEC Memorandum Circular No. 9. Accordingly, an independent director may serve as such for five consecutive years only starting January 2012, after which ,a "cooling off" period of two years shall be observed before he/she may be considered for re-election as independent director of the Company for another five consecutive 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
Carmelo L. Santiago	Independent Director	March 7, 2012	Resignation (To focus on his other business endeavors)
Carlos Palanca III	Independent Director	March 31, 2012	Resignation (To focus on his other business endeavors)
Angelina S. Gutierrez	Independent Director	October 8, 2014	Resignation (in the light of her appointment as a member of the Judicial and Bar Council.

### (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/Appointm	ent	
(i) Executive Directors	Nomination and Election  Nomination:  As prescribed in the Company's Bylaws, nomination for the election of directors may be made by the Board as well as by any shareholder entitled to vote for the election of directors if such shareholder complies with the following:	As provided in the Company's By-laws and CG Manual, the following are the criteria:  Qualifications:  He shall hold at least five thousand (5,000) shares of stock of the Company;

- Nominations shall be received by the Chairman of the Board of Directors (which nominations may be sent to such Chairman in care of the Secretary of the Corporation), on or before January 20 or at such earlier or later date that the Board may fix. (As amended on March 25, 1999).
- Each nomination shall set forth (i) the name, age, business address and, known, residence address of each nominee, (ii) the principal occupation or employment of each such nominee, (iii) the number of shares of stock of the Corporation which are beneficially owned by each such nominee, and (iv) the interest and positions held by nominee in each other corporations. In addition, the shareholder making such nomination shall promptly provide any other information reasonably requested by the Corporation.

The Board, by a majority vote unless a greater majority is required under this By-Laws, may, in its discretion, determine and declare that a nomination was not made in accordance with the foregoing procedures, and/or that a nominee is qualified for election as Director under this By-Laws and if the Board should so determine, the defective nomination and the nomination of a disqualified person shall be disregarded. (As amended on 28 September 1994).

As prescribed in the Company's CG Manual, the nominees are then prescreened and shortlisted by the Nomination and Hearing Committee in accordance with the qualifications and disqualifications as provided in the Company's CG Manual.

- He shall be at least a college graduate or have sufficient experience in managing the business to substitute for such formal education;
- He shall be at least twenty one (21) years old;
- He shall have proven to possess integrity and probity; and
- He shall be assiduous;
- He should not be engaged in any business which competes with or is antagonistic to that of the Company.

	T	
	Election:	
	As prescribed in the Company's By-laws	
	the members of the Board shall be	
	elected at the regular meeting of	
	stockholders.	As a received of in the Commence
	Nomination and Election	As provided in the Company's By-laws and CG Manual, the
	Nomination:	following are the criteria:
	Nonmation.	Jonewing are the enteria.
	As prescribed in the Company's By- laws, nomination for the election of	Qualifications:
	directors may be made by the Board, as	<ul> <li>He shall hold at least</li> </ul>
	well as by any shareholder entitled to	five thousand
	vote for the election of directors if such	(5,000) shares of
	shareholder complies with the following:	stock of the
	jollowing:	Company;
	Nominations shall be received	He shall be at least a
	by the Chairman of the Board	college graduate or
	of Directors (which	have sufficient
	nominations may be sent to	experience in
	such Chairman in care of the	managing the
	Secretary of the Corporation),	business to
	on or before January 20 or at such earlier or later date that	substitute for such formal education;
	the Board may fix. (As	jorniai edacation,
	amended on March 25, 1999).	He shall be at least
(ii) Non-Executive	• Each nomination shall set	twenty one (21)
Directors	forth (i) the name, age,	years old;
5.11001013	business address and, if	
	known, residence address of each nominee, (ii) the principal	He shall have proven
	occupation or employment of	to possess integrity and
	each such nominee, (iii) the	and probity, and
	number of shares of stock of	• He shall be
	the Corporation which are	assiduous;
	beneficially owned by each	
	such nominee, and (iv) the interest and positions held by	He should not be
	each nominee in other	engaged in any
	corporations. In addition, the	business which competes with or is
	shareholder making such	antagonistic to that
	nomination shall promptly	of the Company.
	provide any other information	, ,
	reasonably requested by the	
	Corporation.	
	<ul> <li>The Board, by a majority vote unless a greater majority is</li> </ul>	
	required under this By-Laws,	
	may, in its discretion,	
	determine and declare that a	
	nomination was not made in	

accordance with the foregoing procedures, and/or that a nominee is qualified for election as Director under this By-Laws and if the Board should so determine, the defective nomination and the nomination of a disqualified person shall be disregarded. (As amended on 28 September 1994).

As prescribed in the Company's CG Manual, the nominees are then prescreened and shortlisted by the Nomination and Hearing Committee in accordance with the qualifications and disqualifications as provided in the Company's CG Manual.

#### Election:

As prescribed in the Company's By-laws the members of the Board shall be elected at the regular meeting of stockholders.

### Nomination and Election

### Nomination:

As prescribed in the Company's Bylaws, nomination for the election of directors may be made by the Board, as well as by any shareholder entitled to vote for the election of directors if such shareholder complies with the following:

# (iii) Independent Directors

- by the Chairman of the Board of Directors (which nominations may be sent to such Chairman in care of the Secretary of the Corporation), on or before January 20 or at such earlier or later date that the Board may fix. (As amended on March 25, 1999).
- Each nomination shall set forth (i) the name, age, business address and, if known, residence address of each nominee, (ii) the principal

As provided in the Company's By-laws and CG Manual, the following are the criteria:

# Qualifications:

- He shall hold at least five thousand (5,000) shares of stock of the Company;
- He shall be at least a college graduate or have sufficient experience in managing the business to substitute for such formal education;
- He shall be at least twenty one (21) years old;
- He shall have proven

- occupation or employment of each such nominee, (iii) the number of shares of stock of the Corporation which are beneficially owned by each such nominee, and (iv) the interest and positions held by nominee in corporations. In addition, the shareholder making such nomination shall promptly provide any other information reasonably requested by the Corporation.
- The Board, by a majority vote unless a greater majority is required under this By-Laws, may, in its discretion, determine and declare that a nomination was not made in accordance with the foregoing procedures, and/or that a nominee is qualified for election as Director under this By-Laws and if the Board should so determine, the defective nomination and the nomination of a disqualified person shall be disregarded. (As amended on 28 September 1994).

As prescribed in the Company's CG Manual, the nominees are then prescreened and shortlisted by the Nomination and Hearing Committee in accordance with the qualifications and disqualifications as provided in the Company's CG Manual.

#### Election:

As prescribed in the Company's By-laws the members of the Board shall be elected at the regular meeting of stockholders.

In addition, as provided in the Company By-laws, during the regular meeting of stockholders, the Chairman of the meeting informs all stockholders in attendance of the mandatory requirement of electing independent directors.

- to possess integrity and probity; and
- He shall be assiduous;
- He should not be engaged in any business which competes with or is antagonistic to that of the Company.

In addition, an Independent Director should, apart from his fees and shareholdings, have no business or relationship with the Company, which could, or be could reasonably perceived to, materially interfere with the exercise of his independent judgment in carrying out his responsibilities as a director.

b. Re-appointment		
(i) Executive Directors	The procedure for the Selection/Appointment of Executive Directors as discussed above is also adopted in case of re-appointment.	The criteria for the Selection/Appointment of Executive Directors as discussed above are the same criteria used for reappointment.
(ii) Non-Executive Directors	The procedure for the Selection/Appointment of Non-Executive Directors as discussed above is also adopted in case of reappointment.	The criteria for the Selection/Appointment of Non-Executive Directors as discussed above are the same criteria used for reappointment.
(iii) Independent Directors	The procedure for the Selection/Appointment of Independent Directors a discussed above is also adopted in case of re-appointment.	The criteria for the Selection/Appointment of Independent Directors as discussed above are the same criteria used for reappointment. However, in reappointment, the provisions on term limits of directors as provided in SEC Memorandum Circular No. 9, series of 2011, is taken into account.
c. Permanent Disqualifi	T.	
(i) Executive Directors	The Executive Director will be considered resigned from office and will no longer be considered for nomination and election as director in the succeeding annual stockholders' meeting of the Company.	Any of the following shall be a ground for permanent disqualification of a director of the Company:  • Any person convicted by final judgment or order by a competent judicial or administrative body of any crime that (a) involves the purchase or sale of securities, as defined in the Securities Regulation Code; (b) arises out of the person's conduct as an underwriter, broker, dealer, investment adviser, principal, distributor, mutual fund dealer, futures commission merchant, commodity trading advisor, or floor

- broker; or (c) arises out of his fiduciary relationship with a bank, quasi-bank, trust company, investment house or as an affiliated person of any of them;
- Any person who, by reason misconduct, after hearing, permanently enjoined by a final judgment or order of the SEC or any court administrative body of competent jurisdiction from: (a) acting as an underwriter, broker, dealer, investment principal, adviser, distributor, mutual fund dealer, futures commission merchant, commodity trading advisor, or floor broker; or (b) acting as director or officer of a bank, quasibank, trust company, investment house, or investment company; (c) engaging in or continuing any conduct or practice any of the capacities mentioned in both (a) and (b) of this paragraph, willfully violating the laws that govern securities and banking activities.

The disqualification shall also apply if such person is

currently the subject of an order of the SEC or any court administrative body denying, revoking or suspending any registration, license or permit issued to him under the Corporation Code, Securities Regulation Code or any other law administered by the SEC or Bangko Sentral ng Pilipinas ("BSP"), or under any rule or regulation issued by the SEC or BSP, or has otherwise been restrained from engaging in any activity involving securities and banking; or such person is currently the subject of an effective order self-regulatory organization suspending or him expelling from membership, participation or association with a member or participant of the organization;

- Any person convicted by final judgment or order of a competent judicial administrative body of an offense involving moral turpitude, fraud, embezzlement, theft, estafa, counterfeiting, misappropriation, forgery, bribery, false affirmation, perjury or other fraudulent acts or transgressions;
- Any person who has been adjudged by final judgment or order of the SEC or a competent court or other administrative body to have willfully violated, or willfully aided,

		abetted, counseled, induced or procured the violation of any provision of the Securities Regulation Code, the Corporation Code, or any other law administered by the SEC or BSP, or any rule, regulation or order of the SEC or BSP;
		• Any person found guilty by final judgment or order of a foreign court or equivalent financial regulatory authority of acts, violations or misconduct similar to any of the acts, violations or misconduct listed in the foregoing paragraphs;
		<ul> <li>Any person judicially declared to be insolvent; and</li> </ul>
		• Conviction by final judgment of an offense punishable by imprisonment for a period exceeding six (6) years, or a violation of the Corporation Code, committed within five (5) years prior to the date of his election or appointment.
		The foregoing grounds for disqualification apply to all directors — Executive, Non-Executive and Independent Directors.
(ii) Non-Executive Directors	The Non-Executive Director will be considered resigned from office and will no longer be considered for nomination	Same grounds for permanent disqualifications of Executive Directors are applicable in the

	and election as director in the	case of Non-Executive
	succeeding annual stockholders'	Directors.
	meeting of the Company.	
(iii) Independent Directors	The Independent Director will be considered resigned from office and will no longer be considered for nomination and election as director in the succeeding annual stockholders' meeting of the Company.	Same grounds for permanent disqualifications of Executive Directors are applicable in the case of Independent Directors.
d. Temporary Disqualif	ication	
(i) Executive Directors	A temporarily disqualified director shall, within sixty (60) business days from such disqualification, take the appropriate action to remedy or correct the disqualification. If he fails or refuses to do so for unjustified reasons, the disqualification shall become permanent, except in the case of temporary disqualification where the Independent Director becomes an Officer, employee or consultant of the Corporation, in which case such disqualified Independent Director shall become eligible for election as Independent Director after the lapse of two (2) years from the termination of his officership, employment or consultancy with the Company.	Any of the following shall be a ground for the temporary disqualification of a director:  • Refusal to fully disclose the extent of his business interest or comply with disclosure requirements as required under the Securities Regulation Code and its Implementing Rules and Regulations. This disqualification shall be in effect as long as his refusal persists;  • Absence in more than fifty percent (50%) of all meetings, both regular and special, of the Board during his incumbency, or any twelve (12) month period during said incumbency, unless the absence is due to illness, death in the immediate family or serious accident. This disqualification applies for purposes of the succeeding election;  • Dismissal or termination for cause as director of any corporation

		annered by SEC
		covered by SEC Memorandum Circular No. 6, series of 2009. This disqualification shall be in effect until he has cleared himself of any involvement in the alleged irregularity;
		• If the beneficial equity ownership of an Independent Director in the Company or its subsidiaries and affiliates exceeds two percent (2%) of its subscribed capital stock. The disqualification shall be lifted if the limit is later complied with;
		<ul> <li>If any of the judgments or orders cited in the grounds for the permanent disqualification of directors has not yet become final; and</li> </ul>
		If any person earlier elected as Independent Director of the Corporation becomes an officer, employee or consultant of the Company.
(ii) Non-Executive Directors	A temporarily disqualified director shall, within sixty (60) business days from such disqualification, take the appropriate action to remedy or correct the disqualification. If he fails or refuses to do so for unjustified reasons, the disqualification shall become permanent, except in the case of temporary disqualification where the Independent Director becomes an officer, employee or consultant of the Company, in which case such	Any of the following shall be a ground for the temporary disqualification of a director:  • Refusal to fully disclose the extent of his business interest or comply with disclosure requirements as required under the Securities Regulation

disqualified Independent Director shall become eligible for election as Independent Director after the lapse of two (2) years from the termination of his officership, employment or consultancy with the Company.

- Code and its Implementing Rules and Regulations. This disqualification shall be in effect as long as his refusal persists;
- Absence in more than fifty percent (50%) of all meetings, both regular and special, of the Board during his incumbency, or any twelve (12) month period during said incumbency, unless the absence is due to illness, death in the immediate family or serious accident. This disqualification applies for purposes of the succeeding election;
- Dismissal or termination for cause as director of corporation any covered by SEC Memorandum Circular No. 6, series 2009. This disqualification shall be in effect until he has cleared himself of any involvement in the alleged irregularity;
- If the beneficial equity ownership of Independent an Director in the Company its or subsidiaries and affiliates exceeds two percent (2%) of its subscribed capital stock. The disqualification shall

		be lifted if the limit is
		later complied with;
		If any of the judgments or orders cited in the grounds for the permanent disqualification of directors has not yet become final; and
		If any person earlier elected as Independent     Director of the Company becomes an officer, employee or consultant of the Company.
	A temporarily disqualified director	Any of the following shall be
	shall, within sixty (60) business days from such disqualification, take the	a ground for the temporary disqualification of a director:
(iii) Independent Directors	appropriate action to remedy or correct the disqualification. If he fails or refuses to do so for unjustified reasons, the disqualification shall become permanent, except in the case of temporary disqualification where the Independent Director becomes an Officer, employee or consultant of the Corporation, in which case such disqualified Independent Director shall become eligible for election as Independent Director after the lapse of two (2) years from the termination of his officership, employment or consultancy with the Company.	• Refusal to fully disclose the extent of his business interest or comply with disclosure requirements as required under the Securities Regulation Code and its Implementing Rules and Regulations. This disqualification shall be in effect as long as his refusal persists;
		• Absence in more than fifty percent (50%) of all meetings, both regular and special, of the Board of Directors during his incumbency, or any twelve (12) month period during said incumbency, unless the absence is due to illness, death in the immediate family or serious accident.

			This disqualification
			applies for purposes
			of the succeeding
			election;
			,
		•	Dismissal or
			termination for
			cause as director of
			any corporation
			covered by SEC
			Memorandum
			Circular No. 6, series
			of 2009. This
			disqualification shall
			be in effect until he
			has cleared himself
			of any involvement
			in the alleged
			irregularity;
		•	If the beneficial
			equity ownership of
			an Independent
			Director in the
			Company or its
			subsidiaries and
			affiliates exceeds
			two percent (2%) of
			its subscribed capital
			stock. The
			disqualification shall
			be lifted if the limit is
			later complied with;
		•	If any of the
			judgments or orders
			cited in the grounds
			for the permanent
			disqualification of
			directors has not yet
			become final; and
		•	If any person earlier
			elected as
			Independent
			Director of the
			Company becomes
			an Officer, employee
			or consultant of the
a Ramaya!			Company.
e. Removal	The Nomination and Hearing	The o	grounds for the
(i) Executive	Committee by the nature of its function		ent disqualification of
Directors	may consider and recommend to the		re Directors should be
	i , constatt and recommend to the		

	Board the removal of the Executive Director if there is a ground to	present.
	permanently disqualify the said director.	Violation of the provisions of the CG Manual may also be a ground for removal.
	The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual and determine violations of the same. He may recommend penalty for the said violation, which may include removal, for further review and approval of the Board.	
	The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board the removal of a Non-Executive Director if there is a ground to permanently disqualify the said director.	The grounds for the permanent disqualification of Non-Executive Directors should be present.  Violation of the provisions of the CG Manual may also be a
(ii) Non-Executive Directors	The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual and determine violations of the same. He may recommend penalty for the said violation, which may include removal, for further review and approval of the Board.	ground for removal.
	The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board the removal of an Independent Director if there is a ground to permanently disqualify the said director.	The grounds for the permanent disqualification of Independent Directors should be present.  Violation of the provisions of the CG Manual may also be a ground for removal.
(iii) Independent Directors	The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual and determine violations of the same. He may recommend penalty for the said violation, which may include removal, for further review and approval of the Board.	g. Sana jo. removan
f. Re-instatement		
(i) Executive Directors	The procedure for the Selection/Appointment as discussed above is also adopted in case of reinstatement.	The criteria for the Selection/Appointment of Executive Directors as discussed above are the same

(ii) Non-Executive Directors  The procedure for the Selection/Appointment of dove is also adopted in case of reinstatement.  The procedure for the selection and election discussed above are the same criteria used for reinstatement.  The procedure for the selection and election discussed above is also adopted in case of re-instatement.  The procedure for the selection and election discussed above is also adopted in case of re-instatement.  The procedure for the selection and election discussed above are the same criteria used for re-instatement. However, in re-appointment, the provision on term limits of directors as provided in SEC Memorandum Circular No. 9, series of 2011, is taken into account.  The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board the suspension of the Executive Directors should be present.  The Company's Compliance Officer monitors compliance with the provisions of a requirements of the Company's CG Manual and determine violations of the same. He may recommend approval of the Board.  The Nomination and Hearing Committee by the nature of its function may consider and requirements of the Company's CG Manual and determine violations of the same. He may recommend penalty for the said director.  The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board the suspension of the Non-Executive Directors of the Same. He may recommend be a ground for the temporary disqualification of Non-Executive Directors of the Same. He may recommend penalty for the said violation, which may include suspension of the Same. He may recommend penalty for the said violation, which may include suspension of the Same. He may recommend penalty for the said violation, which may include suspension of a director.  The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's Company's Compliance of the same. He may recommend penalty for the said violation, which may include suspensi			criteria used for re-
Selection/Appointment as discussed above is also adopted in case of reinstatement.  The procedure for the selection and election discussed above is also adopted in case of reinstatement.  The procedure for the selection and election discussed above is also adopted in case of re-instatement.  The criteria for the election of Independent Directors  The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board the suspension of the Same. He may recommend penalty for the said violation, which may include suspension of the Same.  (ii) Non-Executive Directors  The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Company's CG Manual and determine violations of the same. He may recommend penalty for the said violation, which may include suspension of the Non-Executive Directors if the Company's CG Manual and determine violations of the suspension of the Non-Executive Directors if there is a ground to temporarily disqualify the said director.  The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board.  The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board the suspension of the Non-Executive Directors if there is a ground to temporarily disqualify the said director.  The Company's Compliance Officer monitors compliance of the Company's CG Manual and determine violations of the same. He may recommend by the said director.  The Company's Compliance Officer monitors compliance with the Company's CG Manual and determine violations of the same. He may recommend by enable of the Company's CG Manual may also be a ground for suspension of a director.			instatement.
(iii) Independent Directors  (iiii) Independent Directors  The Nomination and Hearing Committee by the nature of its function may consider and recommend violations of the Suspension of the Momination and determine violations of the same. He may recommend penalty for the suspension of the Expective Director.  (ii) Non-Executive Directors  (iii) Non-Executive Directors  (iv) Directors  (iv) Executive Director, if there is a ground to the may consider and recommend to the Board the Suspension of the Non-Executive Director, if there is a ground to temporarily disqualify the said director.  (iv) Executive Directors  (iv) Executive Directors  The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board the Suspension of the Non-Executive Directors if there is a ground to temporarily disqualify the said director.  (iii) Non-Executive Director, if there is a ground to temporarily disqualify the said director.  (iii) Non-Executive Director, if there is a ground to temporarily disqualify the said vice to the Company's CG Manual and determine vice Directors should be present.  Violation of the provisions of the Company's CG Manual may also be a ground for the Company's CG Manual and determine vice Directors should be present.  Violation of the provisions of the Company's CG Manual may also be a ground for the Executive Directors should be present.  Violation of the provisions of the Company's CG Manual may also be a ground for the Executive Directors should be present	' '	Selection/Appointment as discussed above is also adopted in case of re-	Selection/Appointment of Non-Executive Directors as discussed above are the same criteria used for re-
The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board the suspension of the Executive Director, if there is a ground to temporarily disqualify the said director.  (i) Executive Directors  The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual and determine violations of the same. He may recommend penalty for the said violation, which may include suspension, for further review and approval of the Board.  The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board the suspension of the Non-Executive Director, if there is a ground to temporarily disqualify the said director.  (ii) Non-Executive Director, if there is a ground to temporarily disqualify the said director.  (iii) Non-Executive Directors of the Company's CG Manual may also be a ground for suspension of a director.  The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual may also be a ground for suspension of a director.		election discussed above is also	Independent Directors as discussed above are the same criteria used for reinstatement. However, in reappointment, the provision on term limits of directors as provided in SEC Memorandum Circular No. 9, series of 2011, is taken into
Committee by the nature of its function may consider and recommend to the Board the suspension of the Executive Director, if there is a ground to temporarily disqualify the said director.  (i) Executive The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual and determine violation, which may include suspension, for further review and approval of the Board.  The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board the suspension of the Non-Executive Directors  (ii) Non-Executive Directors  The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual and determine violations of the same. He may recommend penalty for the said director.  The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual and determine violation, which may include suspension, for further review and approval of the Board.	g. Suspension		
Committee by the nature of its function may consider and recommend to the Board the suspension of the Non-Executive Director, if there is a ground to temporarily disqualify the said director.  (ii) Non-Executive Directors  The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual and determine violations of the same. He may recommend penalty for the said violation, which may include suspension, for further review and approval of the Board.	3 7	Committee by the nature of its function may consider and recommend to the Board the suspension of the Executive Director, if there is a ground to temporarily disqualify the said director.  The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual and determine violations of the same. He may recommend penalty for the said violation, which may include suspension, for further review and	temporary disqualification of Executive Directors should be present.  Violation of the provisions of the Company's CG Manual may also be a ground for
(iii) Independent The Nomination and Hearina The arounds for the		The Nomination and Hearing Committee by the nature of its function may consider and recommend to the Board the suspension of the Non-Executive Director, if there is a ground to temporarily disqualify the said director.  The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual and determine violations of the same. He may recommend penalty for the said violation, which may include suspension, for further review and	temporary disqualification of Non-Executive Directors should be present.  Violation of the provisions of the Company's CG Manual may also be a ground for
	(iii) Independent		The grounds for the

	T	
Directors	Committee by the nature of its function	temporary disqualification of
	may consider and recommend to the	Independent Directors should
	Board the suspension of an	be present.
	Independent Director, if there is a	
	ground to temporarily disqualify the	Violation of the provisions of
	said director.	the Company's CG Manual
		may also be a ground for
	The Company's Compliance Officer	suspension of a director.
	monitors compliance with the	
	provisions and requirements of the	
	Company's CG Manual and determine	
	violations of the same. He may	
	recommend penalty for the said	
	violation, which may include	
	suspension, for further review and	
	approval of the Board.	

Voting Result of the last Annual General Meeting<sup>9</sup>

Name of Director		Votes Received	
1.	Eduardo M. Cojuangco, Jr.	Each director received a vote of about 85.439 %	
2.	Ramon S. Ang		
3.	Leo S. Alvez		
4.	Gabriel S. Claudio		
5.	Bernard D. Marquez		
6.	Francisco S. Alejo III		
7.	Mario K. Surio		
8.	Minita V. Chico-Nazario		
9.	Francisco H. Villaruz, Jr.		

# 6) Orientation and Education Program

(a) Disclose details of the company's orientation program for new directors, if any.

The Company requires that all its new directors must have attended a Corporate Governance Seminar during his/her incumbency. New directors are also encouraged to attend other seminars which may be helpful to them in the performance of their duties and responsibilities as directors of the Company.

(b) State any in-house training and external courses attended by Directors and Senior Management<sup>10</sup> for the past three (3) years:

For the past three (3) years, the Company required its Directors, Officers and Senior Management to attend Corporate Governance Seminars. On November 6, 2014, the Company organized a seminar which was conducted by Risk Opportunities Assessment and Management, Inc. (ROAM). Other companies within the San Miguel Group also conducted seminars in 2014, which were attended by some of the directors of the Company.

For 2015, the Company organized a Corporate Governance Seminar that was conducted by Risks, Opportunities,

<sup>&</sup>lt;sup>9</sup> Updated to reflect the results of the 2016 Regular Stockholders' Meeting of the Company held on May 26, 2016. The percentage is in relation to the total outstanding shares.

<sup>&</sup>lt;sup>10</sup> Senior Management refers to the CEO and other persons having authority and responsibility for planning, directing and controlling the activities of the company.

Updated to reflect information as of November 13, 2015 per SEC Form 17-C filed with the SEC on even date relative to the attendance by Directors Ang and Alvez in the Seminar on Corporate Governance conducted by Risks, Opportunities, Assessment and Management (ROAM), Inc. on November 11, 2015.

Assessments and Management (ROAM) on October 20, 2015. Other companies within the San Miguel Group also organized their own seminars. Each of the Directors, Officers and Senior Management of the Company attended one of the said seminars.<sup>11</sup>

(c) Continuing education programs for directors: programs and seminars and roundtables attended during the year 12.

Name of Director/Officer	Date of Training	Program	Name of Training Institution
Eduardo M. Cojuangco, Jr.	September 19, 2014	Corporate Governance Training Seminar	SGV & Co.
	July 11-12, 2012	Mandatory Accreditation Programme for Directors of Public Listed Companies	BursatraSdn. Bhd. in KL, Malaysia
	September 11, 2012	Directors Training: Role of Company Director and Regulatory Framework and Board Practices	The Hong Kong Institute of Directors
	December 4, 2015	Seminar on Corporate Governance	Risks, Opportunities, Assessments and Management (ROAM)
Ramon S. Ang <sup>13</sup>	October 21, 2013	Overview of Risk Management	The Hong Kong Institute of Directors
	November 6, 2014	Conflicts of Interests and Board Evaluation Seminar	Risks, Opportunities, Assessments and Management (ROAM)
	November 11, 2015	Seminar on Corporate Governance	ROAM
	November 7, 2016	Seminar of Corporate Governance	ROAM
Bernard D. Marquez	November 6, 2014	Seminar on Corporate Governance	ROAM
	October 20, 2015	Corporate Governance	ROAM

<sup>&</sup>lt;sup>11</sup> The attendance of the Directors, Officers and Senior Management of the Company were disclosed in a letter filed with the SEC on October 1, 2015 and SEC Forms 17-C filed with SEC on October 26, November 30 and December 8, 2015.

<sup>&</sup>lt;sup>12</sup> Updated per letter filed with SEC on October 1, 2015 relative to Director Alejo's attendance in the Seminar on Corporate Governance conducted by Risks, Opportunities, Assessment and Management, Inc. (ROAM) on September 24, 2015.

Further updated per letter filed with SEC on October 26, 2015 relative to the attendance of the Company's Directors and Officers in the Seminar on Corporate Governance conducted by ROAM on October 20, 2015.

Further updated as of November 13, 2015 per SEC Form 17-C filed with the SEC on even date relative to the attendance by Directors Ang and Alvez in the Seminar on Corporate Governance conducted by Risks, Opportunities, Assessment and Management (ROAM), Inc. on November 11, 2015.

Further updated as of December 8, 2015 per SEC Form 17-C filed with the SEC on even date relative to the attendance, among others, by Mr. Cojuangco in the Seminar on Corporate Governance conducted by ROAM on December 4, 2015.

<sup>&</sup>lt;sup>13</sup> Updated per SEC Form 17-C filed with SEC on November 9, 2016

		Seminar	
	October 21, 2013	Conflicts of Interests and Board Evaluation Seminar	The Hong Kong Institute of Directors
Ferdinand K. Constantino <sup>14</sup>	September 19, 2014	Corporate Governance Training Seminar	SGV & Co.
	November 6, 2014	Seminar on Corporate Governance	ROAM
Leo S. Alvez	September 19, 2014	Corporate Governance Training Seminar	SGV & Co.
200 3.74402	November 11, 2015	Seminar on Corporate Governance	ROAM
Joseph N. Pineda <sup>15</sup>	December 9, 2010	Corporate Governance Seminar	UP-IJA
Joseph N. Filleda	September 19, 2014	Corporate Governance Training Seminar	SGV & Co.
	November 6, 2014	Seminar on Corporate Governance	ROAM
Gabriel S. Claudio	October 20, 2015	Corporate Governance Seminar	ROAM
	December 7, 2012	Corporate Governance Seminar	UP-IJA
	November 6, 2014	Seminar on Corporate Governance	ROAM
Minita V. Chico-Nazario <sup>16</sup>	October 20, 2015	Corporate Governance Seminar	ROAM
	September 9, 2016	Seminar on Corporate Governance	SGV & Co.
Franciso H. Villaruz, Jr.	November 6, 2014	Seminar on Corporate Governance	ROAM
Frunciso n. Villaraz, Jr.	October 20, 2015	Corporate Governance Seminar	ROAM
Francisco S. Alejo III <sup>17</sup>	September 24, 2015	Seminar on Corporate Governance	ROAM
	September 9, 2016	Seminar on Corporate	SGV & Co.

<sup>&</sup>lt;sup>14</sup> Mr. Constantino ceased to be a director of the Company effective May 28, 2015. He remains to be a member of various board committees of the Company, as a non-director member.

Updated per SEC Form 17-C filed with SEC on November 9, 2016.

<sup>&</sup>lt;sup>15</sup> Mr. Pineda ceased to be director of the Company effective May 28, 2015.

 $<sup>^{\</sup>rm 16}$  Updated per SEC Form 17-C filed with the SEC on September 14, 2016.

<sup>&</sup>lt;sup>17</sup> Updated per letter filed with SEC on October 1, 2015 relative to Director Alejo's attendance in the Seminar on Corporate Governance conducted by ROAM on September 24, 2015.

Updated per SEC Form 17-C filed with the SEC on September 14, 2016.

		Governance	
Mario K. Surio	October 20, 2015	Corporate Governance Seminar	ROAM

### **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:

The Company is part of the business conglomerate of San Miguel Corporation ("SMC") and as such, except for those peculiar to the Company, the various policies of SMC cover/apply to all the companies belonging to the said conglomerate (the "San Miguel Group") including the Company. The policies, unless otherwise provided, apply to directors, senior management and employees.

Business Conduct & Ethics	Directors	Senior Management	Employees
(a) Conflict of Interest	The Company's By-laws prohibits the nomination and election of a director who is engaged in any business which competes with or is antagonistic to that of the Company.  Moreover, one of the corporate values of the Company is "Integrity". The Board is dedicated to high ethical and moral standards. Uncompromising honesty, fairness, and professionalism are exercised in the Company's dealings with its employees, customers, business partners, the public and other stakeholders.  The Company's CG Manual mandates that a director to conduct fair business transactions with the Company and ensure that personal interest does not conflict with the interests of the Company.	The Company's policy on Conflict of Interest embodies the principle that officers and employees have a duty to act in the best interest of the Company. As such, in the event that any personal interest of an officer or employee may conflict with the interest of the Company, proper disclosure through the accomplishment of the Full Business Interest Disclosure Form should be made and a review by higher Management shall resolve the conflict.  Moreover, one of the corporate values of the Company is "Integrity". Management is dedicated to high ethical and moral standards. Uncompromising honesty, fairness, and professionalism are exercised in the Company's dealings with its employees, customers, business partners, the	the Company. As such, in the event that any personal interest of an officer or employee may conflict with the interest

		public and other stakeholders.	dealings with the Company, co-employees, customers, business partners, the public and other stakeholders.
(b) Conduct of Business and Fair Dealings	Among others, the Company has a Policy on Securities Dealing. This policy mandates that the directors, officers and employees of the Company and its subsidiaries ("GSMI Group") to exercise extreme caution when dealing in the Company's securities and ensure that such dealings comply with this policy and the requirements under the Securities Regulation Code ("SRC"). It sets out the conditions and rules under which the directors, officers and employees of the GSMI Group ("Relevant Persons") shall deal in securities of the Company.  The Company's policy on this matter is also reflected in its corporate value of "Integrity".  The Company's CG Manual also mandates the Board to conduct itself with utmost honesty and integrity in the discharge of its duties, functions and responsibilities. The said manual also emphasizes that a director's office is one of trust and confidence. A director shall act in a manner characterized by transparency, accountability and fairness and in the best interest of the Company. He should exercise leadership, prudence and integrity in directing the Company towards sustained progress.	Among others, the Company has a Policy on Securities Dealing. This policy mandates that the directors, officers and employees of the Company and its subsidiaries ("GSMI Group") to exercise extreme caution when dealing in the Company's securities and ensure that such dealings comply with this policy and the requirements under the Securities Regulation Code ("SRC"). It sets out the conditions and rules under which the directors, officers and employees of the GSMI Group ("Relevant Persons") shall deal in securities of the Company.  The Company's policy on this matter is also reflected in its corporate value of "Integrity".	Among others, the Company has a Policy on Securities Dealing. This policy mandates that the directors, officers and employees of the Company and its subsidiaries ("GSMI Group") to exercise extreme caution when dealing in the Company's securities and ensure that such dealings comply with this policy and the requirements under the Securities Regulation Code ("SRC"). It sets out the conditions and rules under which the directors, officers and employees of the GSMI Group ("Relevant Persons") shall deal in securities of the Company.  The Company's policy on this matter is also reflected in its corporate value of "Integrity".
(c) Receipt of gifts from third parties	The Company's policy on this matter is reflected in its corporate value of "Integrity".  The Company's CG Manual also mandates the Board to conduct itself with utmost honesty and integrity in the discharge of its duties, functions and	The Company has a Policy on Solicitation and Acceptance of Gifts. The Company is committed to succeed in a manner that upholds the highest standards of honesty, integrity and fairness. Consistent with this	The Company has a Policy on Solicitation and Acceptance of Gifts. The Company is committed to succeed in a manner that upholds the highest standards of honesty, integrity and fairness. Consistent with this

	responsibilities. The said manual also emphasizes that a director's office is one of trust and confidence. A director shall act in a manner characterized by transparency, accountability and fairness and in the best interest of the Company. He should exercise leadership, prudence and integrity in directing the Company towards sustained progress.	commitment, the Company expects each employee to observe reasonable standards of conducts. It requires employees to conduct business affairs with fairness, avoid granting undue personal favors, exercise discretion in accepting favors or gifts from persons seeking or doing business within the Company and refuse gifts that might connote bribery in any way.	commitment, the Company expects each employee to observe reasonable standards of conducts. It requires employees to conduct business affairs with fairness, avoid granting undue personal favors, exercise discretion in accepting favors or gifts from persons seeking or doing business within the Company and refuse gifts that might connote bribery in any way.
		The Company's policy on this matter is also reflected in its corporate value of "Integrity".	The Company's policy on this matter is also reflected in its corporate value of "Integrity".
(d) Compliance with Laws & Regulations	The Company has always espoused compliance with prevailing laws and regulations. This is manifested not only in the adoption and implementation of numerous policies all intended to ensure compliance with laws and regulations. One such policy is the Securities Dealing Policy adopted to make sure that the Relevant Persons exercise extreme caution when dealing in the Company's securities and ensure that such dealings comply with this policy and the requirements under the SRC.  Moreover, the Company's CG Manual specifies that it shall be the duty of the Board to ensure that the Corporation complies with all relevant laws, regulations and best business practice.	The Company has always espoused compliance with prevailing laws and regulations. This is manifested not only in the adoption and implementation of numerous policies all intended to ensure compliance with laws and regulations. One such policy is the Securities Dealing Policy adopted to make sure that the Relevant Persons exercise extreme caution when dealing in the Company's securities and ensure that such dealings comply with this policy and the requirements under the SRC.	The Company has always espoused compliance with prevailing laws and regulations. This is manifested not only in the adoption and implementation of numerous policies all intended to ensure compliance with laws and regulations. One such policy is the Securities Dealing Policy adopted to make sure that the Relevant Persons exercise extreme caution when dealing in the Company's securities and ensure that such dealings comply with this policy and the requirements under the SRC.
(e) Respect for Trade Secrets/Use of Non- public Information	The Company's CG Manual also requires the directors to observe confidentiality of all non-public information which they may acquire or learn by reason of position as directors.  The Company's policy on this	The Company has among others, Intellectual Property Procedure and Guidelines (with the objective of developing, managing, maintaining and protecting its Intellectual Property to	The Company has among others, Intellectual Property Procedure and Guidelines (with the objective of developing, managing, maintaining and protecting its Intellectual Property to

	matter is also reflected in its corporate value of "Integrity".	maximize value and drive growth, innovation and cooperative relationships with other companies, consistent with its tradition of quality and integrity) as well as Information Security Policies and Guidelines (such as Electronic Communications Security Policy & Guidelines) all intended to ensure respect for Trade Secrets and protection of nonpublic information.  The Company's policy on this matter is also reflected in its corporate value of "Integrity".	maximize value and drive growth, innovation and cooperative relationships with other companies, consistent with its tradition of quality and integrity) as well as Information Security Policies and Guidelines (such as Electronic Communications Security Policy & Guidelines) all intended to ensure respect for Trade Secrets and protection of non-public information.  The Company's policy on this matter is also reflected in its corporate value of "Integrity".
(f) Use of Company Funds, Assets and Information	The Company's CG Manual mandates the Board to conduct itself with utmost honesty and integrity in the discharge of its duties, functions and responsibilities. The said Manual also emphasizes that a director's office is one of trust and confidence. A director shall act in a manner characterized by transparency, accountability and fairness and in the best interest of the Company. He should exercise leadership, prudence and integrity in directing the Company towards sustained progress.	The Company has various policies reflective of its corporate principles relative to the proper use of Company funds, assets and information. Among others, it has a policy on Cash Management, Cash Disbursements and Trade Management.  The Company Rules and Regulations for employees also sanction the improper, irregular or unlawful use of Company funds, assets and information	The Company has various policies reflective of its corporate principles relative to the proper use of Company funds, assets and information. Among others, it has a policy on Cash Management, Cash Disbursements and Trade Management.  The Company Rules and Regulations for employees also sanction the improper, irregular or unlawful use of Company funds, assets and information.
(g) Employment & Labor Laws & Policies	One of the duties and responsibilities of the Board is to ensure that the Company complies with all relevant laws, regulations and best business practices. Thus, directors are also expected to comply with all relevant laws and regulations.	information.  The Company recognizes the importance of its people as shown in its corporate value of "Respect for our People". This value is summed up in the statement below:  "We are committed to maintain a work environment that encourages trust, openness and mutual respect, regardless of rank or title. We promote a healthy work and life	information.  The Company recognizes the importance of its people as shown in its corporate value of "Respect for our People". This value is summed up in the statement below:  "We are committed to maintain a work environment that encourages trust, openness and mutual respect, regardless of rank or title. We promote a healthy work and life

		balance and provide opportunities for professional and personal growth. Our people are our strength."	balance and provide opportunities for professional and personal growth. Our people are our strength."
(h) Disciplinary action	The Company's Compliance Officer monitors compliance with the provisions and requirements of the Company's CG Manual and determine violations of the same. He may recommend penalty for the said violation for further review and approval of the Board.	The Company espouses the principle of progressive discipline in its Company Rules and Regulations on employee discipline and believes that the purpose of disciplinary action is to correct rather than to punish the individual. Should an employee violate policies, rules and regulations of the Company, disciplinary actions are imposed as much as possible, in progressive increasing weight after he has been given the right to be heard. Depending on the history, circumstances and gravity of the situation, superiors take corrective action in the form of verbal discussion, written warning, suspension and dismissal. Only in extraordinary cases does the Company impose demotion, as this is counterproductive. Likewise, it does not regard the restitution of damages to or loss of Company property as a disciplinary action.  Progressive disciplinary action.  Progressive disciplinary action, however, does not apply to grave offenses for which the employee may be dismissed immediately. As further action, the Company may institute the necessary civil and /or criminal case against the employee.	The Company espouses the principle of progressive discipline in its Company Rules and Regulations on employee discipline and believes that the purpose of disciplinary action is to correct rather than to punish the individual. Should an employee violate policies, rules and regulations of the Company, disciplinary actions are imposed as much as possible, in progressive increasing weight after he has been given the right to be heard. Depending on the history, circumstances and gravity of the situation, superiors take corrective action in the form of verbal discussion, written warning, suspension and dismissal. Only in extraordinary cases does the Company impose demotion, as this is counterproductive. Likewise, it does not regard the restitution of damages to or loss of Company property as a disciplinary action.  Progressive disciplinary action of damages to or loss of Company property as a disciplinary action.  Progressive disciplinary action of damages to or loss of Company property as a disciplinary action, however, does not apply to grave offenses for which the employee may be dismissed immediately. As further action, the Company may institute the necessary civil and /or criminal case against the employee.
(i) Whistle Blower	The Company adopts the SMC Group-wide Whistleblowing	The Company adopts the SMC Group-wide	The Company adopts the SMC Group-wide

Policy (the "Policy"). It provides that all complaints accounting, internal accounting controls, auditing or financial reporting matters may be communicated to the General Counsel and Compliance Officer (the "Compliance Officer"), if such concerns involves the Compliance Officer, then the same may be communicated to the President. The said complaints are ultimately referred to the Audit Committee, which complaints may be on anonymous basis and which shall be placed in confidential files and will be retained for seven (7) years or for such longer time as the Audit Committee may deem necessary. If it is unclear whether а communication involves accounting, auditing, internal accounting controls or financial reporting matters, the Compliance Officer shall likewise direct such communication to the Audit Committee, with a note to that effect.

All communications received through the established channels will be kept confidential. The original copies or records of all communications will be available to any Audit Committee member upon request.

Audit Committee determine whether any action or response is necessary appropriate in respect of a communication, and it will take or direct such action as it deems appropriate. Such action may include engaging external advisers, for which funding will available. The determinations made by the Audit Committee in respect of each communication and any further action taken will be

Whistleblowing Policy (the "Policy"). It provides that all complaints on accounting, internal accounting controls, auditing or financial reporting matters may be communicated to the General Counsel and Compliance Officer (the "Compliance Officer"), if such concerns involves the Compliance Officer, then the same may be communicated to the President. The said complaints are ultimately referred to the Audit Committee, which complaints may be on anonymous basis and which shall be placed in confidential files and will be retained for seven (7) years or for such longer the time as Audit Committee may deem necessary. If it is unclear whether communication involves accounting, auditing, internal accounting controls or financial reporting matters, the Compliance Officer shall likewise direct such communication to the Audit Committee, with a note to that effect.

All communications received through the established channels will be kept confidential. The original copies or records of all communications will be available to any Audit Committee member upon request.

The Audit Committee will determine whether any action or response is necessary or appropriate Whistleblowing Policy (the "Policy"). It provides that complaints on accounting, internal accounting controls, auditing or financial reporting matters may be communicated to the General Counsel and Compliance Officer (the "Compliance Officer"), if such concerns involves the Compliance Officer, then the same mav be communicated to the President. The said complaints are ultimately referred to the Audit Committee, which complaints may be on anonymous basis and which shall be placed in confidential files and will be retained for seven (7) years or for such longer the **Audit** time as Committee may deem necessary. If it is unclear whether a communication involves accounting, auditing, internal accounting controls or financial reporting matters, the Compliance Officer shall likewise direct such communication to the Audit Committee, with a note to that effect.

All communications received through the established channels will be kept confidential. The original copies or records of all communications will be available to any Audit Committee member upon request.

The Audit Committee will determine whether any action or response is necessary or appropriate in respect of a

recorded in the log maintained for such purpose by the Compliance Officer or a person designated by the Audit Committee if the Compliance Officer is the subject of a communication. These determinations may be recorded the standard based on categories established by the Audit Committee, which may include: the communication is not a "complaint" or "concern", contemplated by applicable requirements; communication is misdirected (such as a communication involving an employment dispute); no further action shall required because communication can be analyzed on its face; and further action required (with a record of the action taken and its outcome). The Compliance Officer or any other person designated by the Audit Committee will report on the status of any further action directed by the Audit Committee on a monthly basis or at such frequency as the Audit Committee may otherwise require.

Misdirected communications as determined by the Audit Committee or concerns not relating to accounting, internal accounting control, auditing or financial reporting matters shall be addressed to and be acted upon by the appropriate responsible supervisor or officer of the business units affected in accordance with the SMC Group's conventional reporting channels. In this connection, employees with such concerns should raise them with their respective supervisors and the supervisors have the responsibility to ensure that such concerns are properly acted upon.

respect of communication, and it will take or direct such action as it deems appropriate. Such action may include engaging external advisers, which funding will be available. The determinations made by the Audit Committee in respect of communication and any further action taken will be recorded in the log for maintained such purpose bv the Compliance Officer or a person designated by the Audit Committee if the Compliance Officer is the subject of communication. These determinations may be recorded based on the standard categories established by the Audit Committee, which may include: the communication is not a "complaint" or "concern", as contemplated by the applicable requirements; the communication is misdirected (such as a communication involving an employment dispute); no further action shall be required because communication can be analyzed on its face; and further action required (with a record of the action taken and its outcome). The Compliance Officer or any other person designated by the Audit Committee will report on the status of any further action directed by the Audit Committee on a monthly basis or at such frequency as the Audit Committee

communication, and it will take or direct such action as it deems appropriate. Such action may include engaging external advisers, for which funding will be available. The determinations made by the Audit Committee in respect of each communication and any further action taken will be recorded in the log maintained for such purpose by the Compliance Officer or a person designated by the Audit Committee if the Compliance Officer is the subject of communication. These determinations may be recorded based on the standard categories established by the Audit Committee, which may include: the communication is not a "complaint" or "concern", as contemplated by the applicable requirements; the communication misdirected (such as a communication involving an employment dispute); no further action shall be required because communication can be analyzed on its face; and further action required (with a record of the action taken and its outcome). The Compliance Officer or any other person designated by the Audit Committee will report on the status of further action directed by the Audit Committee on a monthly basis or at such frequency as the Audit Committee may otherwise require.

		may otherwise require.	Misdirected
	Employees are protected from		communications as
	retaliation as it is categorically	Misdirected	determined by the Audit
	provided in the Policy that the	communications as	Committee or concerns
	SMC Group, which includes	determined by the Audit	not relating to accounting,
	herein Company shall not	Committee or concerns	internal accounting
	tolerate retaliation in any form	not relating to	control, auditing or
	against a director, officer,	accounting, internal	financial reporting
	employee or other interested	accounting control,	matters shall be
	party who, in good faith, raises a	auditing or financial	addressed to and be
	concern or reports a possible	reporting matters shall	acted upon by the
	violation under the policy.	be addressed to and be	appropriate responsible
		acted upon by the	supervisor or officer of the
		appropriate responsible	business units affected in
		supervisor or officer of	accordance with the SMC
		the business units	Group's conventional
		affected in accordance	reporting channels. In
		with the SMC Group's	this connection,
		conventional reporting	employees with such
		channels. In this	concerns should raise
		connection, employees	them with their respective
		with such concerns should	supervisors and the
		raise them with their	supervisors have the
		respective supervisors	responsibility to ensure
		and the supervisors have	that such concerns are
		the responsibility to	properly acted upon.
		ensure that such concerns	
		are properly acted upon.	Employees are protected
			from retaliation as it is
		Employees are protected	categorically provided in
		from retaliation as it is	the Policy that the SMC
		categorically provided in	Group, which includes
		the Policy that the SMC	herein Company shall not
		Group, which includes	tolerate retaliation in
		herein Company shall not	any form against a
		tolerate retaliation in	director, officer, employee
		any form against a	
		director, officer,	who, in good faith, raises
		employee or other	a concern or reports a
		interested party who, in	possible violation under
		good faith, raises a	the policy.
		concern or reports a	
		possible violation under	
	71 6	the policy.	TI C
	The Company encourages the	The Company encourages	The Company encourages
	use of alternative modes of	_	the use of alternative
	dispute resolution that can	modes of dispute	modes of dispute
(:) C fi:	amicably settle conflicts or	resolution that can	resolution that can
(j) Conflict	differences between the	amicably settle conflicts	amicably settle conflicts or
Resolution	Company and its shareholders or	or differences between	differences between the
	third parties, including	the Company and its	Company and its
	regulatory agencies.	shareholders or third	shareholders or third
		parties, including	parties, including
		regulatory agencies.	regulatory agencies.

- 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's adherence to its Code of Ethics or Conduct can be seen in the various policies it has adopted and implemented. The relevant policy may provide the manner of monitoring compliance therewith, as well as the penalty for violation therefor.

With respect to the employee's code of conduct, all employees are provided with a copy of the Company Rules and Regulations (the "Rules") which lay down the acts constituting an offense and for which appropriate disciplinary action should be meted out. The purpose of this disciplinary action is to correct rather than to punish the individual. Should an employee violate policies, rules and regulations of the company, disciplinary actions are imposed, as much as possible in progressively increasing weight, after the employee is given opportunity to be heard. Depending on the history, circumstances and gravity of the situation, superiors can take corrective action in the form of verbal discussion, written warning, suspension and dismissal. Only in extraordinary cases does the Company impose demotion. As to restitution of damages to or loss of company property, the same is not regarded as a disciplinary action. The Rules also provide that violation of Company policies, rules and regulations not otherwise covered therein will be subject to disciplinary action dependent on the gravity or consequence of such violation. The Rules are likewise cascaded to employees by the Human Resources Office as part of the Orientation Program for new employees.

On compliance with the CG Manual, which is to ensure adherence to corporate governance principles and best practices, the Board of Directors has appointed a Compliance Officer who is responsible for monitoring compliance with the provisions and requirements of the said manual and other relevant rules and regulations.

#### 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.

Related Party Transactions	Policies and Procedures	
(1) Parent Company	To ensure the integrity and transparency of related party transactions between the Company and its parent company, such transactions are made in the ordinary course of business, on an arms-length basis and at market rates. An assessment is undertaken at each fiscal year by examining the financial position of the related party and the market in which the related party operates. Moreover, consistent with the CG Manual that all material information, i.e., anything that could potentially affect share price, shall be publicly disclosed, related party transactions are fully disclosed in the Company's notes to its audited consolidated financial statements.	
(2) Joint Ventures	To ensure the integrity and transparency of related party transactions between the Company and its joint ventures such transactions are made in the ordinary course of business, on an arms-length basis and at market rates. Ar assessment is undertaken at each fiscal year by examining	

	the financial position of the related party and the market in which the related party operates. Moreover, consistent with the CG Manual that all material information, i.e., anything that could potentially affect share price, shall be publicly disclosed, related party transactions are fully disclosed in the Company's notes to its audited consolidated financial statements.
(3) Subsidiaries	To ensure the integrity and transparency of related party transactions between and among the Company and its subsidiaries, such transactions are made in the ordinary course of business, on an arms-length basis and at market rates. An assessment is undertaken at each fiscal year by examining the financial position of the related party and the market in which the related party operates. Moreover, consistent with the CG Manual that all material information, i.e., anything that could potentially affect share price, shall be publicly disclosed, related party transactions are fully disclosed in the Company's notes to its audited consolidated financial statements.
(4) Entities Under Common Control	To ensure the integrity and transparency of related party transactions between and among the Company and entities under common control with it, such transactions are made in the ordinary course of business, on an arms-length basis and at market rates. An assessment is undertaken at each fiscal year by examining the financial position of the related party and the market in which the related party operates. Moreover, consistent with the CG Manual that all material information, i.e., anything that could potentially affect share price, shall be publicly disclosed, related party transactions are fully disclosed in the Company's notes to its audited consolidated financial statements.
(5) Substantial Stockholders	The Company has no substantial stockholders other than its parent company, SMC. At any rate, all related party transactions of the Company are made in the ordinary course of business, on an arms-length basis and at market rates. An assessment is undertaken at each fiscal year by examining the financial position of the related party and the market in which the related party operates. Moreover, consistent with the CG Manual that all material information, i.e., anything that could potentially affect share price, shall be publicly disclosed, related party transactions are fully disclosed in the Company's notes to its audited consolidated financial statements.
(6) Officers including spouse/children/siblings/parents	All related party transactions are made in the ordinary course of business, on an arms-length basis and at market rates. An assessment is undertaken at each fiscal year by examining the financial position of the related party and the market in which the related party operates. Moreover, consistent with the CG Manual that all material information, i.e., anything that could potentially affect share price, shall be publicly disclosed, related party transactions are fully disclosed in the Company's notes to its audited consolidated financial statements.
(7) Directors including	

spouse/children/siblings/parents	of business, on an arms-length basis and at market rates. An assessment is undertaken at each fiscal year by examining the financial position of the related party and the market in which the related party operates. Moreover, consistent with the CG Manual that all material information, i.e., anything that could potentially affect share price, shall be publicly disclosed, related party transactions are fully disclosed in the Company's notes to its audited consolidated financial statements.
(8) Interlocking director relationship of Board of Directors	All related party transactions are made in the ordinary course of business, on an arms-length basis and at market rates. An assessment is undertaken at each fiscal year by examining the financial position of the related party and the market in which the related party operates. Moreover, consistent with the CG Manual that all material information, i.e., anything that could potentially affect share price, shall be publicly disclosed, related party transactions are fully disclosed in the Company's notes to its audited consolidated financial statements.

## (b) Conflict of Interest

# (i) Directors/Officers and 5% or more Shareholders

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	
Name of Officer/s	NONE
Name of Significant Shareholders	

# (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
	The Company's By-laws prohibits the nomination and election of a director who is engaged in any business which competes with or is antagonistic to that of the Company.
Company	Directors are mandated to fully disclose the extent of their business interest or comply with disclosure requirements as required under the Securities Regulation Code and its Implementing Rules and Regulations.
	Officers are required to accomplish Full Business Interest Disclosure Form.
Group	The Company's By-laws prohibits the nomination and election of a director who is engaged in any business which competes with or is antagonistic to that of the Company.

Directors are mandated to fully disclose the extent of their business interest or comply with disclosure requirements as required under the Securities Regulation Code and its Implementing Rules and Regulations.
Officers are required to accomplish Full Business Interest Disclosure Form.

## 5) Family, Commercial and Contractual Relations

(a) Indicate, if applicable, any relation of a family, <sup>18</sup> 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
NONE		

(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
San Miguel Corporation	Licensor-Licensee	The Company has a Trademark Licensing Agreement with its parent company relative to the marks used in some of the Company's products.

(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	

#### 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
	The Company has always encouraged the
Corporation & Stockholders	use of alternative modes of dispute
	resolution that can amicably settle

<sup>&</sup>lt;sup>18</sup> Family relationship up to the fourth civil degree either by consanguinity or affinity.

	conflicts or differences. Thus, in such a situation best efforts were exerted to settle the conflicts or differences in a peaceful manner through open communication/discussion, without resorting to court action or similar action. The Company has always encouraged the use of alternative modes of dispute resolution that can amicably settle conflicts or differences. Thus, it actively participates in the mandatory conciliation and mediation proceedings prescribed by judicial, quasi-judicial and administrative bodies.
Corporation & Third Parties	With respect to disputes involving Management and the Company's employees who are covered by Collective Bargaining Agreements, the said agreement provides for a "Grievance Machinery". Likewise, it is provided therein that "the parties agree on the principle that all disputes between Labor and Management may be settled through friendly negotiations. The same Agreement provides for Arbitration to the effect that if the Grievance Machinery fails, the dispute may be settled by a voluntary arbitrator mutually chosen by the parties.
Corporation & Regulatory Authorities	The Company has always encouraged the use of alternative modes of dispute resolution that can amicably settle conflicts or differences. Thus, the Company accordingly and promptly responds to the communications, request for clarification, comments, requirements of regulatory authorities and ultimately comply with the decision or instruction of the regulatory agency in the absence of a clear conflict with existing laws.

# C. BOARD MEETINGS & ATTENDANCE

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

They are scheduled at the beginning of the year.

2) Attendance of Directors<sup>19</sup>

<sup>&</sup>lt;sup>19</sup> This refers to attendance of Directors in 2015 Board Meetings. Updated per advisement letter filed with SEC on January 5, 2016. The directors that were elected during the 2015 Regular (Annual) Stockholders Meeting held on May 28, 2015 are Directors Cojuangco, Ang, Marquez, Alvez, Claudio, Chico-Nazario, Villaruz, Alejo III and Surio.

Board	Name	Date of Election	No. of Meetings Held during the year (2015)	No. of Meetings Attended	%
Chairman	Eduardo M. Cojuangco, Jr.	October 21, 1988	5	5	100
Member	Ramon S. Ang	April 4, 2000	5	5	100
Member	Bernard D. Marquez	May 12, 2011	5	5	100
Member	Leo S. Alvez	April 24, 2012	5	5	100
Member	Gabriel S. Claudio	November 11, 2010	5	5	100
Member	Francisco S. Alejo III	May 28, 2015	3	3	100
Member	Mario K. Surio	May 28, 2015	3	3	100
Independent	Minita V. Chico-Nazario	March 9, 2012	5	4	80
Independent	Francisco H. Villaruz, Jr. <sup>20</sup>	November 6, 2014	5	5	100
Member	Ferdinand K. Constantino <sup>21</sup>	May 10, 2012	2	2	100
Member	Joseph N. Pineda <sup>22</sup>	May 9, 2013	2	2	100

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 Company complies with Section 8 of its Amended By-Laws which requires that a majority of the number of directors as fixed in the Articles of Incorporation (which is 9 directors) shall constitute a quorum for the transaction of corporate business, and every decision of at least a majority of directors present at a meeting of which there is a quorum shall be valid as a corporate act, except for the election of officers which shall require the vote of a majority of all the members of the board.

## 5) Access to Information

(a) How many days in advance are board papers<sup>23</sup> for board of directors' meetings provided to the board?

<sup>&</sup>lt;sup>20</sup> Director Villaruz, Jr. replaced Justice Angelina S. Gutierrez (ret.) who resigned effective October 8, 2014 was formerly a member of the Audit Committee. She attended all Audit Committee meetings during her term. Updated per advisement letter filed with SEC on January 6, 2015.

<sup>&</sup>lt;sup>21</sup> Mr. Constantino ceased to be a director on May 28, 2015.

<sup>&</sup>lt;sup>22</sup> Mr. Pineda ceased to be a director on May 28, 2015.

<sup>23</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

The CG Manual requires Management to provide the Board with complete, adequate and timely information about the matters to be taken during their meeting.

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

Yes. As mandated in the CG Manual the members of the Board shall be given independent access to Management and the Corporate Secretary.

(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 Company's By-laws and CG Manual provide for the role of the Company Secretary and enumerates the powers, duties and responsibilities of the Company Secretary. The Company By-Laws provides, among others that the Corporate Secretary shall maintain and be the custodian of the corporate books and records. He shall also be the recorder of the formal actions and transactions of the Company. The CG Manual provides among others that the Corporate Secretary coordinate with the Chairman in preparing the agenda of the meeting. It is also his responsibility to ensure that the Board has the necessary information to enable it to arrive at intelligent decisions on matters requiring approval and in making business judgments in good faith, which necessarily includes updating the Board on relevant laws.

(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	٧	No	

Committee	Details of the procedures
Executive	Section 2.2.1.8. of the Company's CG Manual requires Management to provide the Board with complete, adequate and timely information about the matters to be taken during their meetings.
	Upon reasonable request, the directors, individually or as a group, may seek independent professional advice in the discharge of their duties at the expense of the Company, which expense must be reasonable.
	The members of the Board shall be given independent access to Management and the Corporate Secretary.
Audit	Section 2.2.1.8. of the Company's CG Manual requires Management to provide the Board with complete, adequate and timely information about the matters to be taken during their meetings.
	Upon reasonable request, the directors, individually or as a

	group, may seek independent professional advice in the discharge of their duties at the expense of the Company, which expense must be reasonable.  The members of the Board shall be given independent access to Management and the Corporate Secretary.  The Audit Committee Charter also provides that a notice of each meeting confirming the date, time, venue, and agenda shall be given to each member of the Committee at least two (2) working days prior to the date of the meeting. The notice will include the agenda to be discussed during the meeting. Notices, minutes, agenda and supporting papers will be made available to any Director upon request to the Corporate Secretary.
Nomination	Section 2.2.1.8. of the Company's CG Manual requires Management to provide the Board with complete, adequate and timely information about the matters to be taken during their meetings.  Upon reasonable request, the directors, individually or as a group, may seek independent professional advice in the discharge of their duties at the expense of the Company, which expense must be reasonable.
Remuneration	The members of the Board shall be given independent access to Management and the Corporate Secretary.  Section 2.2.1.8. of the Company's CG Manual requires Management to provide the Board with complete, adequate and timely information about the matters to be taken during their meetings.
	Upon reasonable request, the directors, individually or as a group, may seek independent professional advice in the discharge of their duties at the expense of the Company, which expense must be reasonable.  The members of the Board shall be given independent access to Management and the Corporate Secretary.
Others (specify)	None

# 6.) External Advice

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

Procedures	Details
As provided in the CG Manual, upon reasonable reasek independent professional advice in the discharwhich expense must be reasonable.	

# 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
Manual on Corporate Governance	The Board amended the provisions affecting the duties of the Compliance Officer, Corporate Secretary and Directors, as well as the requirement relating to directors' attendance in Board meetings. The Board also further amended the CG Manual to incorporate the revisions made by the SEC to the Revised Code of Corporate Governance embodied in SEC Memorandum Circular No. 9, Series of 2014.	To align the provisions of the CG Manual with the SEC Memorandum Circulars Nos. 5 and 20, Series of 2013, and SEC Memorandum Circular No. 1, Series of 2014, and SEC Memorandum Circular No. 9, Series of 2014.

#### D. REMUNERATION MATTERS<sup>24</sup>

#### 1) Remuneration Process

Disclose the process used for determining the remuneration of the President<sup>25</sup> and the four (4) most highly compensated management officers:

Process	PRESIDENT	Top 4 Highest Paid Management Officers
(1) Fixed remuneration	Based on salary review and	Based on salary review and
(2) Variable remuneration	market competitiveness policy and as guided by the Executive	market competitiveness policy and as guided by the Executive
(3) Per diem allowance	Compensation Committee	Compensation Committee
(4) Bonus	Based on the Company's performance, salary review and market competitiveness policy and as guided by the Executive Compensation Committee	Based on the Company's performance, salary review and market competitiveness policy and as guided by the Executive Compensation Committee
(5) Stock Options and other financial instruments	Based on the Company's performance and as may be warranted by circumstances.	Based on the Company's performance and as may be warranted by circumstances.
(6) Others (specify)		

# 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.

	Remuneration Policy	Structure of Compensation Packages	How Compensation is Calculated
Executive Directors	Non- Executive Directors only receive a per diem of Ten Thousand Pesos		

<sup>&</sup>lt;sup>24</sup> Update for the year ended December 31, 2016.

<sup>&</sup>lt;sup>25</sup> This was changed from "CEO" to "President". The CEO of the Company is Mr. Cojuangco. He does not receive compensation from the Company other than the per diem for attendance in Board meetings.

	(Php10,000.00) per attendance in Board and Board Committee meeting.
	The compensation package of the President, who is an Executive
Non-Executive Directors	Director, is based on salary review and market competitiveness policy
	and as guided by the Executive Compensation Committee. In his
	capacity as a Director, the President receives a per diem per attendance
	in Board and Committee Meetings.

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.

Remuneration Scheme	Date of Stockholders' Approval
Per Diem	There has been no change in the last three years which would require stockholders' approval.

## 3) Aggregate Remuneration

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

Directors only receive a per diem of Ten Thousand Pesos (Php10,000.00) per attendance in Board and Board Committee meetings.

Remuneration Item	Executive Directors	Non-Executive Directors (other than independent directors)	Independent Directors
(a) Fixed Remuneration	None	None	None
(b) Variable Remuneration	None	None	None
(c) Per diem Allowance	Php60,000.00	Php340,000.00	Php180,000.00
(d) Bonuses	None	None	None
(e) Stock Options and/or other financial instruments	None	None	None
(f) Others (Specify)	None	None	None
Total	Php60,000.00	Php340,000.00	Php180,000.00

	Other Benefits	Executive Directors	Non-Executive Director (other than independent directors)	Independent Directors
1)	Advances	The President of the	NONE	NONE
2)	Credit granted	Company receives remuneration as		
3)	Pension Plan/s Contributions	employee of the Company.		
(d)	Pension Plans, Obligations incurred	As an executive director,		

(e) Life Insurance Premium	he receives a per		
(f) Hospitalization Plan	diem per attendance in Board		
(g) Car Plan	and Committee		
(h) Others (Specify)	meetings just like the other directors.		
Total		NOT APPLICABLE	

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

#### (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:

Only members of the Board who are employees of the Company are entitled to participate in the Employee Stock Purchase Plan (the "ESPP"), wherein qualified employees may acquire a minimum of 500 shares to a maximum of 15,000 shares per offering.

The subscription price of the shares under the ESPP which is equal to the weighted average market closing prices of the last quarter immediately preceding the application/subscription period, less a discount of fifteen percent (15%), shall be paid without interest through salary deduction over a period of five (5) years from Exercise Date. "Exercise Date" is the last working day of the month during which the notice addressed to the ESPP Committee from an employee of his decision to subscribe to shares under the ESPP is received by the Committee.

The shares covered by the ESPP are no longer available for subscription as the offering period provided under the ESPP expired on January 21, 2013. Of the 2015 members of the Board, only Mr. Bernard D. Marquez is an employee of the Company.

Director's Name	ESPP SHARES	Total % from Capital Stock
Bernard D. Marquez	30,000	0.00%

#### (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
	NONE	

## 5) Remuneration of Management

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

Name of Officer/Position Total Remuneration		Name of Officer/Position	Total Remuneration
---	--	--------------------------	--------------------

Chief Finance Officer	
Marketing Manager	
Business Procurement Manager	Php46,612,734.46
Manufacturing and Engineering Services Manager	
Planning and Management Services Manager	

# E. BOARD COMMITTEES<sup>26</sup>

# 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	o. of Mem	bers				
Committee	Executive Director (ED)	Non- executive Director (NED)	Independent Director (ID)	Committee Charter	Functions	Key Responsibilities	Power
Executive	1	3	0	No Charter	Exercise all the powers of the Board in the management of the business and affairs of the Company when the Board is not in session.	Responsible for the management of the business and affairs of the Company between sessions of the Board of Directors.	To act, by a majority vote of all its members, on such specific matters within the competence of the Board, as may be delegated to it in the Bylaws or on a majority vote of the Board, subject to the limitations provided by Section 35 of the Corporation Code of the Philippines.
Audit	0	2	2	Has adopted a Charter	Assist the Board in the performance of its oversight responsibility for financial reports and financial reporting process, internal control system, audit process and in monitoring and facilitating	The Audit Committee, among others, have the following responsibilities: Evaluate and determine any non-audit work performed by External Auditors; Establish and identify the	To conduct investigations and make recommendations relating to any communication or reports referred to it under the Whistle Blowing Policy Procedures of the Company, or relating to any findings of major investigations on

<sup>&</sup>lt;sup>26</sup> Updated as of December 31, 2015.

compliance with	reporting line of	internal control or
both the internal	the Internal	financial
financial	Auditor;	reporting matters
management	Monitor and	as delegated by
handbook and	evaluate the	the Board or on
pertinent	adequacy and	the Committee's
accounting	effectiveness of	own initiative ,
standards, legal	the Company's	and
and regulatory	internal control	management's
requirements.	system,	response thereto.
	including	
Perform	financial	
oversight	reporting	
financial	control and	
management	information	
functions	technology	
specifically in the	security;	
areas of	Review all	
managing credit,	interim and	
market, liquidity,	annual financial	
operational,	statements	
legal and other	before	
-		
Company, and	the Board;	
crisis	Ensure that the	
management.	accounting and	
	auditing	
	processes,	
	practices and	
	methods of the	
	Company	
	comply with	
	Philippine and	
	internationally-	
	accepted	
	standards;	
	Develop a	
	transparent	
	financial	
	-	
	management	
	system that will	
	ensure the	
	integrity of	
	internal control	
	activities	
	throughout the	
	Corporation	
	through a step-	
	by-step	
	procedures and	
	policies	
	handbook that	
	will be used by	
	the entire	
	uie eiiule	

						organization:	
						organization;	
						and Supervise	
						Management in	
						Management's	
						formulation of	
						rules and	
						procedures on	
						financial	
						reporting and	
						internal controls	
						in accordance	
						with relevant	
				11	The Mension which	guidelines.	th becaute a second
				Has	The Nomination	To ensure that	It has the power
				adopted a	and Hearing	all individuals	to set guidelines
				Charter	Committee	nominated to	on the number of
					functions as the	become a	directorships
					body that pre-	director of the	which a member
					screens and shortlists	Company have	of the Board may
Nomination	1	3	1		candidates	all the qualifications	hold pursuant to the policy on
						and none of the	multiple board
						disqualification	seats under the
					become a member of the	s set forth in	Company's CG
					Board of	the Company's	Manual.
					Directors.	By-laws and CG	ividitudi.
					Directors.	Manual.	
				Has	The Executive	Establish a	Has the power to
				adopted a	Compensation	formal and	Review (if any) of
				Charter	Committee	transparent	the existing
					assists and	procedure for	Human Resources
					advises the	developing a	Development or
					Board on	policy on	Personnel
					remuneration	executive	Handbook to
					packages of	remuneration	strengthen
					corporate	and for fixing	provisions on
					officers and	the	conflict of
					directors and	remuneration	interest, salaries
					provide	packages of	and benefits
					oversight over	corporate	policies,
Remuneration	1	2	1		remuneration of	officers and	promotion and
					senior	directors;	career
					management	Provide	advancement
					and other key	oversight over	directives and
					personnel	remuneration	compliance of
					ensuring that	of Senior	personnel
					compensation is	Management	concerned with all
					consistent with	and other key	statutory
					the Company's	personnel	requirements that
					culture, strategy	ensuring that	must be
					and control	compensation is	periodically met in
					environment.	consistent with	their respective
1		ĺ	ĺ	1	İ	the Company's	posts.
						culture,	

		1			
				strategy and	
				control	
				environment;	
				Designate	
				amount of	
				remuneration,	
				which shall be	
				in a sufficient	
				level to attract	
				and retain	
				directors and	
				officers who are	
				needed to run	
				the Company	
				successfully;	
				and in the	
				absence of such	
				Personnel	
				Handbook,	
				cause the	
				development of	
				such, covering	
				the same	
				parameters of	
				governance set	
				out in the CG	
				Manual.	
Others					
(specify)					
	•	•	0		

# 2) Committee Members<sup>27</sup>

# (a) Executive Committee

Office	Name	Date of Appointment	No. of Meetings Held In 2015	No. of Meetings Attended in 2015	%	Length of Service in the Committee
Chairman	Eduardo M. Cojuangco, Jr.	October 21, 1998	0	0	0	17 years
Member (NED)	Ramon S. Ang	April 4, 2000	0	0	0	16 years
Member (NED)	Bernard D. Marquez	May 12, 2011	0	0	0	5 years
Member (NED)	Ferdinand K. Constantino <sup>28</sup>	May 10, 2012	0	0	0	4 years
Member (NED)	Francisco S. Alejo <sup>29</sup>	May 28,	N/A	N/A	N/A	1 year

<sup>&</sup>lt;sup>27</sup> The 2015 Chairpersons and members of the different Board Committees were all re-elected during the Organizational Meeting of the Board of Directors held on May 26, 2016, as disclosed in SEC Form 17-C filed with the SEC on the same date. Length of service is further updated as of May 31, 2016.

<sup>&</sup>lt;sup>28</sup> Mr. Constantino's term of office as Director ceased on May 28, 2015, the date of the Regular Stockholders' Meeting of the Company. As disclosed in SEC Form 17-C filed with the SEC on May 28, 2015, Mr. Constantino is still a part of the committee as a non-director member.

 $<sup>^{29}</sup>$  Updated per SEC Form 17-C filed with the SEC on May 28, 2015.

2015		
////5		
2013		

#### (b) Audit Committee

Office	Name	Date of Appointme nt	No. of Meeting s Held in 2015	No. of Meetings Attended in 2015	%	Length of Service in the Committee
Chairman	Minita V. Chico-Nazario	March 9, 2012	4	4	100	4 years
Member (NED)	Leo S. Alvez	April 24, 2002	4	4	100	14 years
Member (NED)	Ferdinand K. Constantino <sup>30</sup>	May 10, 2012	4	4	100	4 years
Member (ID)	Francisco H. Villaruz, Jr <sup>31</sup> .	November 6, 2014	4	4	100	1 year
Member (NED)	Francisco S. Alejo <sup>32</sup>	May 28, 2015	2	2	100	1 year

Disclose the profile or qualifications of the Audit Committee members.<sup>33</sup>

Minita V. Chico-Nazario, 76, is an Independent Director of the Company since March 9, 2012, Chairperson of the Company's Audit Committee and Member of the Company's Executive Compensation Committee. She is also an Independent Director of Top Frontier Investment Holdings, Inc. and San Miguel Pure Foods Company, Inc., which are both listed with the PSE, and San Miguel Properties, Inc. She is currently a Director of Banco San Juan (Rural Bank) and Legal Consultant of Union Bank of the Philippines. She is also the incumbent Dean of the College of Law of the University of Perpetual Help in Las Piñas City. She has previously held the following positions: Legal Consultant of Philippine Amusement and Gaming Corporation (January 2010-June 2010) and Metro Manila Development Authority (March 2010-June 2010); and Chairman of the Board of Directors (June 2010-August 2010) and Director (September 2010-September 2011) of PNOC Exploration Corporation. She has served the judiciary in various capacities for forty-seven (47) years, as Presiding Justice of the Sandiganbayan (February 2003-February 2004) and Associate Justice of the Supreme Court (February 10, 2004-December 5, 2009). She obtained her law degree from the University of the Philippines and is a member of the New York State Bar.

Francisco H. Villaruz, Jr., 72, is an Independent Director of the Company since November 6, 2014 and a Member of the Audit Committee and Nomination and Hearing Committee. He is also an incumbent Independent Director of South Luzon Tollway Corporation (since March 16, 2015). He has served the judiciary as Associate Justice in Sandiganbayan (October 8, 2001 – October 9, 2011) and as Presiding Justice (October 10, 2011 – June 8, 2013). He was previously appointed as Director of the Securities and Exchange Commission. He obtained his law degree from the University of the Philippines and was a member and officer of the Order of The Purple Feather (UP Law Honor Society). He has attended various trainings, seminars and conferences in the Philippines and abroad.

Francisco S. Alejo III, 72, is a Director of the Company since May 28, 2015 and is a member of the Company's Executive Committee and Audit Committee. He is also the incumbent President of San Miguel Pure Foods Company, Inc., a company listed with the PSE. He also holds the following positions: Chairman of Philippine Prime

<sup>33</sup> Updated for the year December 31, 2015 and as reflected in SEC Form 17-A filed with the SEC on April 14, 2016.

<sup>&</sup>lt;sup>30</sup> Mr. Constantino's term of office as Director ceased on May 28, 2015, the date of the Regular Stockholders' Meeting of the Company. As disclosed in SEC Form 17-C filed with the SEC on May 28, 2015, Mr. Constantino is still a part of the committee as a non-director member.

<sup>&</sup>lt;sup>31</sup> Director Villaruz, Jr. replaced Justice Angelina S. Gutierrez (ret.) who resigned effective October 8, 2014 was formerly a member of the Audit Committee. She attended all Audit Committee meetings during her term. Updated per advisement letter filed with SEC on January 6, 2015.

<sup>&</sup>lt;sup>32</sup> Updated per SEC Form 17-C filed with the SEC on May 28, 2015.

Meat Marketing Corporation, San Miguel Purefoods Investment (BVI) Ltd. and San Miguel Foods & Beverage International Ltd.; Vice Chairman of San Miguel Foods, Inc. and San Miguel Mills, Inc.; Director of The Purefoods-Hormel Company, Inc.; President of Magnolia Inc. and San Miguel Super Coffeemix Co., Inc., President Commissioner of PT San Miguel Pure Foods Indonesia, San Miguel Purefoods (VN) Company Ltd., and San Miguel Foods (L) Pte Ltd.; and member of the San Miguel Foundation, Inc. Mr. Alejo holds a Bachelor's Degree in Business Administration from De La Salle University, and is a graduate of the Advanced Management Program of Harvard Business School.

Ferdinand K. Constantino, Filipino, 64, is a non-director member of the Company's Audit Committee, Executive Committee and Executive Compensation Committee. He was a former director of the Company. Among others, he is the incumbent Director, Senior Vice President, Chief Finance Officer and Treasurer of San Miguel Corporation; Vice Chairman of San Miguel Global Power Holdings, Corp.; Director of San Miguel Brewery Inc., San Miguel Yamamura Packaging Corporation, Petron Malaysia Refining & Marketing Bhd; President of Anchor Insurance Brokerage Corporation and Chairman of the San Miguel Foundation, Inc. He was a Director of Bank of Commerce, Philippine Airlines, Inc. and PAL Holdings, Inc. Mr. Constantino has held directorships in various subsidiaries of San Miguel Corporation during the last five years. He holds a degree in AB Economics from the University of the Philippines and completed academic requirements for an MA Economics degree in the same university. He also took a strategic Finance Course in IMD-Lausanne, Switzerland.

Describe the Audit Committee's responsibility relative to the external auditor.

The Audit Committee assists the Board in its corporate governance and oversight responsibilities in relation to financial reporting, risk management, internal controls and internal and external audits. With respect to the external auditor, the Company's Audit Committee Charter enumerates the following duties and responsibilities:

- Shall be primarily responsible for making recommendation to the Board on the appointment, reappointment and removal of the external auditor, to approve the remuneration and terms of engagement of the external auditor, and any questions of resignation or dismissal of such auditor.
- Assess and monitor the (i) external auditor's professional qualifications, competence, independence and
  objectivity and require the external auditor to make the statements necessary under applicable auditing
  standards as regards its relationship and services to the Company, discussing any relationship or services
  which may derogate its independence or objectivity; and (ii) the effectiveness of the audit process in
  accordance with applicable standards.
- Obtain objective assurance from the external auditor that the conduct of the audit and the manner of the preparation of the financial statements comply with applicable auditing standards and rules of regulatory bodies, including exchanges on which the Company's securities are listed.
- Review and approve the nature and scope of the audit plans of the external auditor, including scope, audit resources and expenses, and reporting obligations before the audit commences.
- Review the reports or communications of the external auditor and ensure that management or the Board will provide a timely response to the issues raised in such reports or communications.
- Ensure the development and implementation of policies on the engagement of an external auditor to supply non-audit work, including the fees payable therefor, and evaluate any non-audit work undertaken by the external auditor to ensure that the same does not conflict with its audit functions.
- Ensure that the external auditor or the signing partner of the auditing firm engaged by the Company is changed every five (5) years or earlier.

#### (c) Nomination Committee

Office	Name	Date of Appointment	No. of Meetings Held in 2015	No. of Meetings Attended in 2015	%	Length of Service in the Committee
Chairman	Leo S. Alvez	April 24, 2002	1	1	100	14 years
Member (ED)	Bernard D. Marquez	May 12, 2011	1	1	100	5years
Member (NED)	Gabriel S. Claudio	November 11, 2010	1	1	100	5 years
Member (ID)	Francisco H. Villaruz, Jr. <sup>34</sup>	November 6, 2014	1	1	100	1 year
Member (NED)	Mario K. Surio <sup>35</sup>	May 28, 2015	N/A	N/A	N/A	1 year
Non-Voting Member	Casiano B. Cabalan, Jr. <sup>36</sup>	May 28, 2015	N/A	N/A	N/A	1 year

## (d) Remuneration Committee<sup>37</sup>

Office	Name	Date of Appointment	No. of Meetings Held in 2015	No. of Meetings Attended in 2015	%	Length of Service in the Committee
Chairman	Ramon S. Ang <sup>38</sup>	May 28, 2015	0	0	0	1 year
	Ferdinand K. Constantino <sup>39</sup>	May 10, 2012	0	0	0	4 years
Member (ED)	Bernard D. Marquez	May 12, 2011	0	0	0	5 years
Member (NED)	Leo S. Alvez	April 24, 2002	0	0	0	14 years
Member (ID)	Minita V. Chico-Nazario	March 9, 2012	0	0	0	4 years

## (e) Others (Specify) NONE

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

Office	Name	Date of Appointment	No. of Meetings Held	No. of Meetings Attended	%	Length of Service in the Committee
Chairman						
Member (ED)						
Member (NED)		NOT APPLIC	CABLE			
Member (ID)						
Member						

## 3) Changes in Committee Members

<sup>&</sup>lt;sup>34</sup> Updated per advisement letter filed with SEC on January 5, 2016.

 $<sup>^{35}</sup>$  Updated per SEC Form 17-C filed with the SEC on May 28, 2015.

 $<sup>^{\</sup>rm 36}$  Updated per SEC Form 17-C filed with the SEC on May 28, 2015.

<sup>&</sup>lt;sup>37</sup> Referred to as the Executive Compensation Committee of the Company.

<sup>&</sup>lt;sup>38</sup> Updated per SEC Form 17-C filed with the SEC on May 28, 2015. Director Ramon S. Ang is the new chairman of the committee.

<sup>&</sup>lt;sup>39</sup> Mr. Constantino ceased to be a Director on May 28, 2015, the date of the Regular Stockholders' Meeting of the Company. As disclosed in SEC Form 17-C filed with the SEC on May 28, 2015. Mr. Constantino is a non-director member and Director Ramon S. Ang is the new chairman of the committee.

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

Name of Committee	Name	Reason
Executive	None	None
Audit	Carmelo L. Santiago	Replaced by Minita V. Chico-Nazario due to resignation of Mr. Santiago
	Carlos Palanca III	Replaced by Angelina S. Gutierrez due to resignation of Mr. Palanca
	Angelina S. Gutierrez	Replaced by Francisco H. Villaruz, Jr. due to resignation of Angelina S. Gutierrez.
Nomination	Carmelo L. Santiago	Replaced by Minita V. Chico-Nazario due to resignation of Mr. Santiago
	Angelina S. Gutierrez	Replaced by Francisco H. Villaruz, Jr. due to the resignation of Angelina S. Gutierrez
Remuneration	Carmelo L. Santiago	Replaced by Minita V. Chico-Nazario due to resignation of Mr. Santiago
	Carlos Palanca III	Replaced by Angelina S. Gutierrez due to resignation of Mr. Palanca
Others (specify)	None	None

# 4) Work Done and Issues Addressed

Describe the work done by each committee and the significant issues addressed during the year<sup>40</sup>.

Name of Committee	Work Done	Issues Addressed
Executive	No Executive Committee meeting was held in 2015.	No material issues, such as issues of compliance matters were required to be addressed by the committee.
Audit	<ul> <li>Recommended to the Board of Directors and endorsed for approval by the stockholders, the appointment of R.G. Manabat &amp; Co., as the Company's independent external auditor for 2015;</li> <li>Reviewed and approved the terms of engagement of the external auditor, including the audit, auditrelated and any non-audit services provided by the external auditor to the Company and the fees for such services, and ensured that the same did not impair the external auditor's independence and objectivity;</li> </ul>	No material issues, such as issues on compliance matters were required to be addressed by the committee.

 $<sup>^{\</sup>rm 40}$  Updated for the year ended December 31, 2015.

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- Reviewed and approved the scope of the audit and audit programs of the external auditor as well as the internal audit group of the Company, and have discussed the results of their respective audit processes and their findings and assessment of the Company's internal controls and financial reporting systems;
- Reviewed. discussed recommended for approval of the Board of Directors the Company's quarterly and annual consolidated financial statements, and the reports required to be submitted agencies regulatory connection with such consolidated financial statements, to ensure that the information contained in such statements and reports presents a true and balanced assessment of the Company's position and condition and that such statements and reports comply with the regulatory requirements of the Securities and Exchange Commission (SEC) and the Philippine Stock Exchange, Inc. (PSE);
- Reviewed, discussed and recommended for approval of the Board of Directors the filing of the Company's Corporate Governance Guidelines for Listed Companies Disclosure Template with the PSE, in compliance with the requirement of the said regulatory agency;
- Reviewed, discussed and recommended for approval of the Board of **Directors** amendments to the Company's Amended Manual on Corporate Governance in order to align the provisions thereof with the SEC Memorandum prevailing Circulars affecting the duties of the Compliance Officer, Corporate Secretary and Directors, requirement relating to Director's

	attandense in Deand Meetic	
	attendance in Board Meetings and	
	to comply with SEC Memorandum	
	Circular No. 9, Series of 2014, which pertains to the	
	Amendments to the Revised Code	
	of Corporate Governance; and	
	<ul> <li>Reviewed the adequacy, effectiveness and sufficiency of</li> </ul>	
	the Company's financial and	
	internal controls, risk	
	management systems, and control	
	and governance processes, and	
	ensured that, where applicable,	
	necessary measures are taken to	
	address any concern or issue	
	arising therefrom.	
Nomination	Pre-screened and short listed all	No material issues, such as issues on
	candidates nominated to become a	compliance matters were required to
	member of the Board of Directors of	be addressed by the committee,
	the Company for 2015, in accordance	
	with the qualifications and	
	disqualifications as provided in the	
	By-laws, CG Manual and relevant	
	laws and government issuances.	
Remuneration	No meeting was held in 2015.	No material issues, such as issues on
		compliance matters were required to
		be addressed by the committee.
Others (specify)		

## 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	None	None
Audit	Implementation of a Performance	To align with corporate governance
	Assessment Process.	best practice
Nomination	Implementation of a Performance	To align with corporate governance
	Assessment Process.	best practices
Remuneration	Implementation of a Performance	To align with corporate governance
	Assessment Process.	best practices
Others (specify)	None	None

#### F. RISK MANAGEMENT SYSTEM

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

The Company is aware that engaging in a business is an undertaking which entails a lot of risks. Thus, it has in place a system of identifying, prioritizing, measuring, monitoring and addressing and minimizing various risks. The

various units/departments/offices of the Company are in charge of managing the risks associated or related to their respective functions and are expected to take into account these risks when undertaking their day-to-day activities and in establishing their plans and programs.

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

The Audit Committee conducts a regular review of the Company's activities related to risk management. This is included in the accomplishment of the Committee in 2015.<sup>41</sup>

(c) Period covered by the review;

2015<sup>42</sup>

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

The Board has oversight responsibilities for ensuring presence of adequate and effective internal control mechanisms. The Audit Committee is mandated to assist the Board in the performance of this oversight responsibility. Thus, risk management system is monitored regularly.

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

N/A

#### 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
Competitor Risk	Maintain a strong brand and product portfolio; Expand product portfolio if necessary; and monitor consumer trends and competitor activities.	To be the brand of choice of consumers and to cater to shifting consumer preference.
Regulatory Risk	Appropriately address changes in regulations and actions by national or local regulators.	Cushion the effect/s of the regulatory changes.
Raw Materials and Supply Risk	Maintain raw materials flexibility; Regular monitoring of its raw materials; Import materials when necessary; and Enter into various commodity derivatives.	To ensure steady supply of materials; Manage the price risk on strategic commodities; and Fix price of commodities at levels acceptable to the Company.
Foreign Currency Risk	Enter into foreign currency hedges using a combination of non-derivative and derivative instruments such as foreign currency forwards or swaps.	Reduce or eliminate earnings volatility and any adverse impact on equity.
Credit Risk	To enter into transactions with a	Mitigate any significant

<sup>&</sup>lt;sup>41</sup> Updated for the year ended December 31, 2015.

<sup>&</sup>lt;sup>42</sup> Updated for the year ended December 31, 2015.

	diversity of credit worthy parties; and Maintain an internal mechanism to monitor the granting of credit and management of credit exposures.	concentration of credit risk.
Interest Rate Risk	Use an optimal combination of fixed and variable rate debt instruments.	To reduce the impact of short- term fluctuations on the Company's earnings.
Commodity Price Risk	Enter into various commodity derivatives to manage its price risks on strategic commodities.	Fix the prices of commodities at levels acceptable to the Company. Thus, protecting raw material costs and preserving margins.
Liquidity Risk	Constant monitoring and management of its liquidity position, liquidity gaps or surplus on a daily basis; Ensure availability of funds through committed stand-by credit facility from several local banks; and Use derivative instruments.	To ensure the adequate funding is available at all times; To meet commitments as they arise without incurring unnecessary costs; To be able to access funding when needed at the least possible cost; and To maintain an adequate time spread of refinancing maturities.

# (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:

Risk Exposure	Risk Management Policy	Objective	
Competitor Risk	Maintain a strong brand and product portfolio; Expand product portfolio if necessary; and monitor consumer trends and competitor activities.	consumers and to cater to shifting consumer preference.	
Regulatory Risk	Appropriately address changes in regulations and actions by national or local regulators.	Cushion the effect/s of the regulatory changes.	
Raw Materials and Supply Risk	Maintain raw materials flexibility; Regular monitoring of its raw materials; Import materials when necessary; and Enter into various commodity derivatives.	To ensure steady supply of materials; Manage the price risk on strategic commodities; and Fix price of commodities at levels acceptable to the Company.	
Foreign Currency Risk	Enter into foreign currency hedges using a combination of non-derivative and derivative instruments such as foreign currency forwards or swaps.	Reduce or eliminate earnings volatility and any adverse impact on equity.	
Credit Risk	To enter into transactions with a diversity of credit worthy parties; and Maintain an internal mechanism to monitor the granting of credit and management of credit exposures.	Mitigate any significant concentration of credit risk.	
Interest Rate Risk	Use an optimal combination of	To reduce the impact of short-	

	fixed and variable rate debt instruments.	term fluctuations on the Group's earnings.	
Commodity Price Risk	Enter into various commodity derivatives to manage its price risks on strategic commodities.	Fix the prices of commodities at levels acceptable to the Group. Thus, protecting raw material costs and preserving margins.	
Liquidity Risk	Constant monitoring and management of its liquidity position, liquidity gaps or surplus on a daily basis; Ensure availability of funds through committed stand-by credit facility from several local banks; and Use derivative instruments.	To ensure the adequate funding is available at all times; To meet commitments as they arise without incurring unnecessary costs; To be able to access funding when needed at the least possible cost; and To maintain an adequate time spread of refinancing maturities.	

## (c) Minority Shareholders

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

## **Risk to Minority Shareholders**

As every stockholder entitled to vote shall be entitled to one (1) vote for each share of stock in his name in the books of the Company, there is a possibility that majority shareholders will be able to overturn the votes or decisions of the minority shareholders. The Company, however, have provisions in its CG Manual, which would afford protection to minority shareholders such as the non-removal of director without cause, if it will have the effect of denying minority shareholders' representation in the Board.

## 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:

Risk Exposure	Risk Assessment (Monitoring and Measurement Process)	Risk Management and Control (Structures, Procedures, Actions Taken)	
Competitor Risk	Monitoring of competitive activities and tri-media campaign; Periodic evaluation of industry & market reports by third parties.	Market Share Readings; Advertising Efficiency Reports; Sales-To-Trade Volume Reports.	
Regulatory Risk	Monitoring of government agencies' regulations and legislations by presence in agency briefings and public hearings.	Advocacy on proposed regulation and legislations such as, excise tax, product standards, patents and certifications.	
Foreign Currency Risk	Coordinates with SMC Group for placements, if necessary.	Close coordination with the parent company's treasury group.	
Credit Risk	Monitoring of Accounts Receivable balances.	Aging Analysis of Accounts Receivable; Periodic Trade Inventory Counts to establish collection gaps, if any.	
Interest Rate Risk	Monitoring of Funds Requirements, Credit Facilities and	Treasury Bill Rates, LIBOR and SIBOR	

	Interest Rates.		
Commodity Price Risk	Monitoring of Major Raw Material and Packaging Prices and Supplies.	Forward Contracts on Molasses and other alternative feed stocks for brewing and distillation.  Negotiated Cost for Bottles and Packaging Materials.	
Liquidity Risk	Monitoring of Short-Term Debt vs. Funds Requirement.	Maintaining a balance between Debt and Trade Financing Analysis of Liquidity Measures, i.e., Current Ratio, Debt-to-Equity Ratio and Earnings Before Interest, Depreciation & Amortization (EBITDA).	

# (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 (Monitoring and Measurement Process)	Risk Management and Control (Structures, Procedures, Actions Taken)	
Competitor Risk	Monitoring of competitive activities and tri media campaign; Periodic evaluation of industry & market reports by third parties.	Market Share Readings Advertising Efficiency Reports Sales-To-Trade Volume Reports	
Regulatory Risk	Monitoring of government agencies' regulations and legislations by presence in agency briefings and public hearings.	Advocacy on proposed regulation and legislations such as, excise tax, product standards, patents and certifications.	
Foreign Currency Risk	Coordinates with SMC Group for placements, if necessary.	Close coordination with the parent company's treasury group.	
Credit Risk	Monitoring of Accounts Receivable balances.	Aging Analysis of Accounts Receivable; Periodic Trade Inventory Counts to establish collection gaps, if any.	
Interest Rate Risk	Monitoring of Funds Requirements, Credit Facilities and Interest Rates.	Treasury Bill Rates, LIBOR and SIBOR	
Commodity Price Risk	Monitoring of Major Raw Material and Packaging Prices and Supplies.	Forward Contracts on Molasses and other alternative feed stocks for brewing and distillation.  Negotiated Cost for Bottles and Packaging Materials.	
Liquidity Risk	Monitoring of Short-Term Debt vs. Funds Requirement.	Maintaining a balance between Debt and Trade Financing Analysis of Liquidity Measures, i.e., Current Ratio, Debt-to-Equity Ratio and Earnings Before Interest, Depreciation & Amortization (EBITDA).	

# (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	
Business Procurement Group (Raw Materials and Supply and Commodity Price Risks)	Raw Material and Packaging Supply and Prices	Monitors Prices and Supply of Molasses, Alcohol and Packaging Materials	
Commounty Price risks)		Price Negotiations of Raw and Packaging Materials.	
Sales and Marketing Groups (Competitor Risk)	Industry/Consumer Trends Market Share	Monitors consumer trends and competitive activities	
		Address immediate issues with	
		tactical programs	
		Develop products for changing	
		customer consumption patterns.	
Finance Group/Internal Audit	Working Capital Management	Monitors Customer Credit	
(Regulatory, Credit, Interest		Standing	
Rate, Liquidity and Foreign		Collection Gap Analysis	
Currency Risks)		Trade Inventory Count	
		Conducts Periodic Inventory	
		Count of Full Goods and	
		Materials & Supplies.	

#### G. INTERNAL AUDIT AND CONTROL

The Company is part of the business conglomerate of SMC and as such, except for those peculiar to the Company, the various policies of SMC, including those relating to internal audit and controls cover/apply to all the companies belonging to the SMC Group including the Company.

#### 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, as defined by the Company in its "Corporate Policy on Internal Control" comprises any action taken by management, the Board and other parties to enhance risk management, and increase likelihood that established objectives and goals will be achieved. The primary objectives of internal control are to ensure:

- Reliability and integrity of financial and operational information;
- Effectiveness and efficiency of operation;
- Safeguarding of assets;
- Compliance with policies, plans, procedures, laws, regulations and contracts; and
- Accomplishment of established objectives and goals for operations or programs.
- (b) A statement that the directors have reviewed the effectiveness of the internal control system and whether they consider them effective and adequate;

The Audit Committee conducts a regular review of the Company's internal control system. This is included in the accomplishment of the Committee in 2015.<sup>43</sup>

<sup>&</sup>lt;sup>43</sup> Updated for the year ended December 31, 2015.

(c) Period covered by the review;

2015.44

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

The Board has oversight responsibilities for ensuring presence of adequate and effective internal control mechanisms. The Audit Committee is mandated to assist the Board in the performance of this oversight responsibility. Thus, internal controls are monitored regularly.

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

 $N/A^{45}$ 

#### 2) Internal Audit

(a) Role, Scope and Internal Audit Function<sup>46</sup>
Give a general description of the role, scope of internal audit work and other details of the internal audit function.

Role	Scope	Indicate whether In-house or Outsource Internal Audit Function	Name of Chief Internal Auditor/Auditing Firm	Reporting process
Ginebra San Miguel Group Audit (GSMGA) provides independent, objective assurance and consulting services designed to add value and improve the operations of GSMI and its Subsidiaries, and help the Ginebra San Miguel Group accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management,	The scope of work of GSMGA is to assist the Board and Management in determining whether the risk management, control, and governance processes within the GSMI Group, as designed and represented by Management, are adequate and effective in a manner to ensure that:  Significant exposures to risks are appropriately	In-house with Outsourcing	Group Audit Manager: Isadora A. Papica  Auditing Firms:  MV Reyes & Associates  Reyes Tacandong & Co.	Functionally to the GSMI Audit Committee; administratively to the GSMI President

<sup>&</sup>lt;sup>44</sup> Updated for the year ended December 31, 2015.

<sup>&</sup>lt;sup>45</sup> Updated for the year ended December 31, 2015.

 $<sup>^{\</sup>rm 46}$  Updated for the year ended December 31, 2015.

acatua!	identified and
control, and	
governance	adequately
processes.	managed.
	Significant
	financial,
	managerial,
	and operating
	information is
	accurate,
	reliable, and
	timely.
	• Employees'
	and
	Company's
	actions are in
	compliance
	with policies,
	standards,
	procedures,
	and
	applicable applicable
	regulations.
	Resources are
	acquired
	economically,
	used
	efficiently,
	and
	adequately
	protected.
	Objectives
	and goals for
	operations or
	programs are
	achieved.
	Effectiveness,
	efficiency and
	continuous
	improvement
	are promoted
	in the
	Company's
	operating
	systems and
	processes.

(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?

Yes. The Audit Committee Charter provides, among others, that the Audit Committee confirms the appointment or replacement by management of the head of the internal auditor. The said Committee also reviews and confirms the annual audit and strategic plans prepared by the internal auditor in consultation with Management. Such plans include, among others, the outsourcing of some audit functions to an auditing firm.

(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?

The Internal Auditor reports functionally to the Audit Committee. The office of the Internal Auditor has direct and unfettered access to the Board and the audit committee, as well as to Company records, properties and personnel in the conduct of internal audit function.

#### (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.

Name of Audit Staff	Reason
NOT APPLICABLE	NOT APPLICABLE

#### (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 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.

Progress Against Plans Completed the 2015 Annual Audit Plan <sup>47</sup>	
Issues <sup>48</sup> There are no compliance matters that a adopting different interpretations	
Findings <sup>49</sup> As reported to the Audit Committee quarterly meetings	
<b>Examination Trends</b> Generally adequate and effective internal	

#### (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."

<sup>&</sup>lt;sup>47</sup> Updated for the year ended December 31, 2015.

 $<sup>^{\</sup>rm 48}$  "Issues" are compliance matters that arise from adopting different interpretations.

<sup>&</sup>lt;sup>49</sup> "Findings" are those with concrete basis under the Company's policies and rules.

Policies & Procedures	Implementation
San Miguel Group Policies and Guidelines on	Generally in order
Revenue Cycle	
San Miguel Group Policies and Guidelines on	Generally in order
Procurement Cycle	
San Miguel Group Policies and Guidelines on	Generally in order
Supply Chain – Logistics Cycle	
San Miguel Group Policies and Guidelines on	Generally in order
Finance – Treasury Cycle	

# (g) Mechanism and Safeguards

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
	As they are considered "third parties" or public, the PSE-disclosure rules to protect public interest shall apply.	As they are considered "third parties" or public, the PSE-disclosure rules to protect public interest shall apply.	As they are considered "third parties" or public, the PSE-disclosure rules to protect public interest shall apply.
maintaining the independence and objectivity of the said auditors.  Internal Auditors are covered by the Securities Dealing Policy of the Company. Moreover, its Charter espouses the principle			

of independence and		
objectivity. The said		
charter espouses the		
following:		
"Internal Auditing" is		
an independent,		
objective assurance		
and consulting activity		
designed to add value		
and improve an		
organization's		
operations; and		
operations, and		
"Internal Audit Group"		
is a staff organization		
and functions in an		
advisory capacity; it		
exercises no direct		
authority over the		
operating activities or		
functions it reviews.		
As to its External		
Auditor, the Company		
is guided by the		
current ethical		
standards in the		
engagement of the		
services of such editors		
and does not engage		
the same to render		
non-audit services if		
such services may		
create threats to the		
auditor's		
independence.		

(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.

The Compliance Officer issues a certification every January 30<sup>th</sup> on the extent of the Company's compliance with the CG Manual for the completed year. When the said certification is filed with SEC, the Company's President countersigns the same. This practice has been discontinued pursuant to SEC Memorandum Circular No. 5, Series of 2013. This Annual Corporate Governance Report (ACGR) shall take the place of the said certification. For 2015, the Consolidated Changes to the Company's ACGR for 2015 was attached to the Company's SEC Form 17-A filed with the SEC on April 14, 2016. 50

## H. ROLE OF STAKEHOLDERS

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

<sup>&</sup>lt;sup>50</sup> Updated to reflect information as December 31, 2015 and as reflected in the Company's SEC Form 17-A filed with the SEC on April 14, 2016.

	Policy	Activities
	The Company's policies on this matter are guided by the Company's corporate value of "Consumerfocused". The said value is summed up in this statement: "We delight our consumers by providing them with superior products and services that anticipate their needs and exceed their expectations. We engage them by creating unique and memorable experiences that entice them to come back for more. Our consumers are at the heart of what we do."	Conduct of various activities (sampling, promotional events) to keep the customers interested in the Company's products as well as update them on new products.
Customers' welfare	The Company also has a system of addressing customer complaints.  The Company's CG Manual provides the framework of rules, systems and processes in the corporation that governs the performance of the Board of Directors and Management of their respective duties and responsibilities to the Corporation's stockholders and other stakeholders which include, among others, customers, employees, suppliers, financiers, government and the community in which it operates.	Monitor and promptly address consumer complaints.
Supplier/contractor selection	The Company has in place a Supplier Accreditation System which lays down the process of assessing a supplier's capability in meeting the Company's requirements for goods and services with the objective, among others, of maintaining a pool of world-class suppliers.	Assessment and evaluation of all prospective suppliers to determine qualification for accreditation.  Conduct of supplier accreditation visits.
practice	The Company's CG Manual provides the framework of rules, systems and processes in the corporation that governs the performance of the Board of Directors and Management of their respective duties and responsibilities to the Corporation's stockholders and other stakeholders	Periodic review of accreditation.  Determination of Suppliers' Offense and corresponding consequence/actions.  Updating Supplier Information Record.

Environmentally friendly value- chain	which include, among others, customers, employees, suppliers, financiers, government and the community in which it operates.  It is the Company's policy to do its share in taking care of the environment. Thus, it is committed to comply with environmental laws, as well as rules and regulations issued by the Department of Environment and Natural Resources and its attached agencies.	The Company complies with the relevant environmental laws, rules and regulations and secures necessary environmental-related permits, licenses and authority.
Community interaction	Guided by the Company's corporate value of "Social Responsibility" summed up in this statement: "We are guided by our corporate values in the way we work and interact with all our stakeholders. As we deliver reasonable returns to our shareholders, we recognize that we are part of a bigger community. Thus, we commit to uplift the quality of life through education, environment — protection and community development programs. We create positive impact wherever we operate."  In recognition of the abovementioned value, the Company has annual Corporate Social Responsibility Programs in immediate and/or communities-atstake areas of operation implemented by the relevant plants/office of the Company. The major thrusts of the CSR are education; environment, health and safety; Entrepreneurship and Employee Volunteerism.  The Company's CG Manual provides the framework of rules, systems and processes in the corporation that governs the performance of the Board of Directors and Management of their respective duties and responsibilities to the Corporation's stockholders and other stakeholders which include, among others, customers, employees, suppliers, financiers, government and the community in which it operates.	Establish and maintain good relationship with the Community where the Company operates.  Implement community development programs or activities intended to achieve the thrusts established by the Company.

Anti-corruption programmes and procedures?	The Company has a policy on Solicitation and Acceptance of Gifts which espouses the Company's commitment to succeed in a manner that upholds the highest standards of honesty, integrity and fairness. Consistent with this commitment, the Company expects each employee to observe reasonable standards of conduct. It requires employees to conduct business affairs with fairness, avoid granting undue personal favors, exercise discretion in accepting favors or gifts from persons seeking or doing business within the Company and refuse gifts that might connote bribery in any way.  The Company's CG Manual provides the framework of rules, systems and processes in the corporation that governs the performance of the Board of Directors and Management of their respective duties and responsibilities to the Corporation's stockholders and other stakeholders which include, among others, customers, employees, suppliers, financiers, government and the community in which it operates.	Regular monitoring of compliance
Safeguarding creditors' rights	The Company has a Debt Financing Policy intended to guide the Company in negotiating and securing loans.  The Company's CG Manual provides the framework of rules, systems and processes in the corporation that governs the performance of the Board of Directors and Management of their respective duties and responsibilities to the Corporation's stockholders and other stakeholders which include, among others, customers, employees, suppliers, financiers, government and the community in which it operates.	Regular monitoring of compliance

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

- 3) Performance-enhancing mechanisms for employee participation.<sup>51</sup>
  - (a) What are the company's policy for its employees' safety, health, and welfare?

Concern for its employees' safety, health and welfare has always been the Company's top priority. The Company, among others, has adopted the Department of Labor and Employment's Self-Assessment for Occupational Safety and Health and adopted a Crises Management Manual.

To ensure the employees' safety, health and welfare, Annual Physical Examinations of employees are conducted, as well as other related activities are conducted throughout the year.

It is also the Company's policy to promote career advancement and development through the numerous training programs and seminars implemented by and/or facilitated by the Company's Human Resources Department.

The Company has adopted a Policy on Anti-Sexual Harassment, declaring all forms of sexual harassment in the workplace as unlawful. In the said policy, the Company declares its commitment in upholding the rights and dignity of all its employees through the creation of a work environment characterized by professionalism, fairness, openness, trust and respect.

The Company has also adopted a Policy and Guidelines on Drug Abuse. The said policy is intended to promote a workplace that is free from drug abuse as it is detrimental to the safety, health and work performance of its employees. Consistent with this policy, the Company shall provide opportunities to rehabilitate employees who are engaged in drug abuse and discipline employees who persistently refuse to give up drug abuse.

The Company has also adopted the following policies which are intended to prevent and control the possible spread of such illnesses in the workplace: Policy on TB Tuberculosis (TB) Prevention and Control in the Workplace; Policy on HIV & AIDS Prevention and Control in the Workplace and Policy on Hepatitis B. Consistent with the these policies, the Company provides a non-discriminatory work environment for employees diagnosed with any of the aforementioned illnesses and provides access to adequate diagnostic, treatment and other health services through referral of affected employees to private or government healthcare facilities

(b) Show data relating to health, safety and welfare of its employees.<sup>52</sup>

In 2015, the Company conducted various activities intended to promote the health, safety and welfare of its employees. The said activities pertain, among others, to the following:

- 1. Health and Wellness Day: This is a whole day medical activity which entitled employees to avail of discounted rates for immunization. Zumba classes were also held, as well as talks on Nutrition and Diet and Cervical Cancer Awareness in coordination with the Department of Health.
- 2. Various Sports Tournaments: Basketball, Volleyball and Badminton.
- 3. Activities in relation to the celebration of Mothers' Day and Fathers' Day
- 4. Monthly First Friday Mass
- 5. Plant Anniversary Celebrations
- (c) State the company's training and development programmes for its employees. Show the data. 53

In 2015, the Company and its subsidiaries provided opportunities to its employees to attend numerous training programs covering various topics, conducted here and abroad. Training programs were also conducted in house. In summary, the number of employees who participated in the training programs is shown hereunder:

<sup>&</sup>lt;sup>51</sup> Updated for the year ended December 31, 2015.

 $<sup>^{\</sup>rm 52}$  Updated for the year ended December 31, 2015.

<sup>&</sup>lt;sup>53</sup> Updated for the year ended December 31, 2015.

Training and Development	Ginebra San Miguel, Inc.	Distileria Bago, Inc.	East Pacific Star Bottlers
Programs			Phils Inc.
Local-External	501	137	23
Foreign-External	3	-	-
In-House Programs	463	383	142
Total	967	520	165

To cite a few, the abovementioned programs refer to the following:

Local-External: National Quality Week, Disclosure Rules, Subcontracting and the New Developments and Issues on Labor Law and Industrial Relations, Leading Strategic Execution, Internal Control System, Good Governance in the Workplace, Basic Occupational Safety & Health Training and Warehouse and Inventory Management.

Foreign-External: 20th Duty Free Travel Retail Asia Pacific Summit

In-House Programs: Personal Effectiveness Program, Financial Services Learning Session, Credit Investigation Training, Performance Management and Coaching Seminar, Administrative Investigation Training, Appreciation Course on Integrated Management System, Strategic Systems Thinking and Emergency Preparedness Seminar.

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

The Company has a variable pay program which provides financial incentives contingent in the achievement of the Company's annual goals and objectives.

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.

The Company has a Whistleblowing Policy (the "Policy"). It provides that all complaints on accounting, internal accounting controls, auditing or financial reporting matters may be communicated to the General Counsel and Compliance Officer (the "Compliance Officer"), if such concerns involves the Compliance Officer, then the same may be communicated to the President. The said complaints are ultimately referred to the Audit Committee, which complaints may be on anonymous basis and which shall be placed in confidential files and will be retained for seven (7) years or for such longer time as the Audit Committee may deem necessary. If it is unclear whether a communication involves accounting, auditing, internal accounting controls or financial reporting matters, the Compliance Officer shall likewise direct such communication to the Audit Committee, with a note to that effect.

All communications received through the established channels will be kept confidential. The original copies or records of all communications will be available to any Audit Committee member upon request.

The Audit Committee will determine whether any action or response is necessary or appropriate in respect of a communication, and it will take or direct such action as it deems appropriate. Such action may include engaging external advisers, for which funding will be available. The determinations made by the Audit Committee in respect of each communication and any further action taken will be recorded in the log maintained for such purpose by the Compliance Officer or a person designated by the Audit Committee if the Compliance Officer is the subject of a communication. These determinations may be recorded based on the standard categories established by the Audit Committee, which may include: the communication is not a "complaint" or "concern", as contemplated by the applicable requirements; the communication is misdirected (such as a communication involving an employment dispute); no further action shall be required because the communication can be analyzed on its face; and further action required (with a record of the action taken and its outcome). The Compliance Officer or any other person designated by the Audit Committee will report on the status of any further action directed by the Audit Committee on a monthly basis or at such frequency as the Audit Committee may otherwise require.

Misdirected communications as determined by the Audit Committee or concerns not relating to accounting, internal accounting control, auditing or financial reporting matters shall be addressed to and be acted upon by the appropriate responsible supervisor or officer of the business units affected in accordance with the SMC Group's conventional reporting channels. In this connection, employees with such concerns should raise them with their respective supervisors and the supervisors have the responsibility to ensure that such concerns are properly acted

upon.

Employees are protected from retaliation as it is categorically provided in the Policy that the SMC Group, which includes herein Company, shall not tolerate retaliation in any form against a director, officer, employee or other interested party who, in good faith, raises a concern or reports a possible violation under the policy.

### I. DISCLOSURE AND TRANSPARENCY

### 1) Ownership Structure<sup>54</sup>

### (a) Holding 5% shareholding or more

Shareholder	No. of Shares Held Percent Benefic		Beneficial Owner
San Miguel Corporation	216,972,000 (Common)	78.27%	
(parent company)	32,786,885 (Preferred)		San Miguel Corporation
PCD Nominee Corporation (Filipino)	53,038,805	16.62%	Various

There are no officers or senior management officials of the Company who holds 5% shareholding or more in the Company.

Name of Senior Management	Number of Direct shares	Number of Indirect shares / Through (name of record owner)	% of Capital Stock
NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE
TOTAL			

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

Key risks YES Corporate objectives YES Financial performance indicators YES Non-financial performance indicators YES YES Dividend policy Details of whistle-blowing policy YES Biographical details (at least age, qualifications, date of first appointment, relevant YES experience, and any other directorships of listed companies) of directors/commissioners Training and/or continuing education programme attended by each YES director/commissioner 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 YES directors/commissioners

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<sup>&</sup>lt;sup>54</sup> Updated for the year December 31, 2015 as reflected in SEC Form 17-A filed with the SEC on April 14, 2016.

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

### 3) External Auditor's fee<sup>55</sup>

Name of auditor	Audit Fee	Non-audit Fee
Manabat Sanagustin & Co., CPAs	7 million	
(now R.G. Manabat & Co.)		

### 4) Medium of Communication

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

The Company keeps the stakeholders updated on material information through the filing of structured (such as but not limited to the following: SEC Form 17-A; SEC Form 17-Q; General Information Sheet; IS-20; Consolidated Financial Statements; Public Ownership Report; and Foreign Ownership Report) and unstructured reports (relative to the information relayed through the filing of SEC- Form 17-C on current reports) filed with the Securities and Exchange Commission and/or Philippine Stock Exchange, Inc.

The Company also conducts quarterly Investor's Briefing. Other information are disclosed to the Company though press releases and information uploaded in the Company website.

# 5) Date of release of audited financial report<sup>56</sup>:

The Separate Financial Statements of the Company was filed with the Bureau of Internal Revenue of April 13, 2016.

The Audited Consolidated Financial Statements of the Company for the fiscal year 2015 was filed with the SEC on April 14, 2016.

### 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.

<sup>&</sup>lt;sup>55</sup> Updated for the year December 31, 2015 as reflected in SEC Form 17-A filed with the SEC on April 14, 2016.

<sup>&</sup>lt;sup>56</sup> Updated to reflect information as of April 19, 2016.

### 7) Disclosure of RPT<sup>57</sup>

RPT	Relationship	Nature	Value (in Millions)
The Company and its	Seller-Buyer	Revenue from Related	Php 8,246
subsidiaries (GSMI		Parties ("RP")	
Group) in the normal	Buyer-Seller	Purchases from RP	Php264,803
course of business, has	Creditor-Debtor	Amounts owed by RP	Php4,905
significant transactions	Debtor-Creditor	Amounts owed to RP	Php40,031
with related parties			
pertaining to purchases			
of containers, bottles			
and other packaging			
materials and sale of			
liquor and by-products.			
The sales to and			
purchases from related			
parties are made at			
market prices.			

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?

Transactions with related parties are made at normal market prices and terms. An assessment is undertaken at each financial year by examining the financial position of the related party and the market in which the related party operates. The Company observes an arm's length policy in its dealings with related 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 Bylaws.

Quorum Required	A quorum shall consist of stockholders representing a majority	
Quorum Requireu	of the subscribed and outstanding capital stock.	

## (b) System Used to Approve Corporate Acts

Explain the system used to approve corporate acts.

System Used <sup>58</sup>	The approval of corporate acts will require an affirmative vote of the majority of the shares of stock present or represented by proxy at the meeting.
Description	The counting of Ayes and Nayes or a show of hands is the method by which the votes are counted. The Corporate Secretary, with the assistance of the Company's stock transfer agent, is authorized to count any votes cast during the meeting.

 $<sup>^{57}</sup>$  Updated for the year December 31, 2015 as reflected in SEC Form 17-A filed with the SEC on April 14, 2016 .

<sup>58</sup> Updated to reflect information as of a May 26, 2016, the date of the 2016 Regular Stockholders' Meeting of the Company.

## (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	Stockholders' Rights <u>not</u> in
The Corporation Code	The Corporation Code
Voting Rights Proprietary Rights: Right to Dividends and to Liquidation Assets Remedial Rights Appraisal Rights Right to Inspect Books	Right not to be denied representation in the Board as shown in the CG Manual provision which states that a director shall not be removed without cause if it will deny minority shareholders representation in the Board;  The right specifically given to minority shareholders to propose the holding of the meeting and to propose items in the agenda of the meeting; and  Right that any doubt about the validity of the proxy shall be resolved in the shareholder's favor.

### Dividends

Declaration Date	Record Date	Payment Date
	No dividend declaration in 2015 <sup>59</sup>	

# (d) Stockholders' Participation<sup>60</sup>

1. 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.

2. Measures Adopted	3. Communication Procedure
4. Proxy form	5. Attached to the Information Statement sent to the stockholders.
6. Question and Answer/Open Forum	7. Stockholders are given the chance to ask questions, as well as make a statement or suggestion during the Annual Stockholders' Meeting.

8. State the company policy of asking shareholders to actively participate in corporate decisions regarding:

<sup>&</sup>lt;sup>59</sup> Updated for the year December 31, 2015 as reflected in SEC Form 17-A filed with the SEC on April 14, 2016.

 $<sup>^{60}</sup>$  Updated to reflect information as of May 26, 2016, the date of the 2016 Regular Stockholders' Meeting of the Company.

- 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

Shareholders are encouraged to actively participate in the annual meeting to discuss and approve the foregoing matters. Stockholders are encouraged to personally attend the annual meeting but if they cannot they are encouraged to appoint a proxy to represent them in the meeting. A sample of the proxy form, which need not be notarized is attached to the Information Statement distributed to stockholders for their easy reference.

The Company's CG Manual also emphasizes the duty of the directors in the promotion of shareholders' rights, as shown in the following duties of the directors:

- duty to remove impediments to the exercise of shareholders' rights and allow possibilities to seek redress for violation of their rights;
- duty to encourage the exercise of shareholders' voting rights and the solution of collective action problems through appropriate mechanisms;
- duty to be instrumental in removing excessive costs and other administrative or practical impediments to shareholders participating in meetings and/or voting in person; and
- duty to pave the way for the electronic filing and distribution of shareholder information necessary to make informed decisions subject to legal constraints.
- 9. 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?

No. Pursuant to its By-laws, the Company sends notices of regular meetings of stockholders at least two (2) weeks prior to the date of the meeting to each stockholder of record at his last known post office address. Thus, effectively, the Company sends out the said notices at least fifteen (15) business days prior to the date of the annual stockholders' meeting.

- a. Date of sending out notices: May 4, 2016<sup>61</sup>
- b. Date of the Annual/Special Stockholders' Meeting: May 26, 2016<sup>62</sup>
- 10. State, if any, questions and answers during the Annual/Special Stockholders' Meeting. 63

Questions	Answers
	(Given by the President, Mr. Bernard D. Marquez)
How did the first quarter of the year perform?	We've had a good start this year. Volumes are up by 7 %,
What will be the outlook for the year?	Revenues are also up by 7% and our income from
	continuing operations is also good. We have a net income
	of Php188 million, double that of last year. So we hope to
	sustain that for the rest of the year
What are the prospects for the liquor industry	We think that the industry will continue to be dynamic
in the medium to long-term?	and will continue to grow and we hope to capitalize on
	those opportunities as well, by growing our existing core
	business, at the same time coming up with new products
	to ride on the tide of growth of the industry.

<sup>&</sup>lt;sup>61</sup> Updated to reflect information as of May 26, 2016, the date of the 2016 Regular Stockholders' Meeting of the Company.

<sup>&</sup>lt;sup>62</sup> Updated to reflect information as of May 26, 2016, the date of the 2016 Regular Stockholders' Meeting of the Company.

<sup>&</sup>lt;sup>63</sup> Updated to reflect information as of May 26, 2016, the date of the 2016 Regular Stockholders' Meeting of the Company.

Will it be possible to have complimentary PBA	"Tingnan po natin yan, salamat po".
tickets? Also can stockholders be given priority	
in buying PBA tickets because we all know how	
difficult it is to get tickets in a Ginebra game?	

## 11. Result of Annual/Special Stockholders' Meeting's Resolutions<sup>64</sup>

12. Resolution	13. Approving	14. Dissenting	15. Abstaining	
16. Approval of the Minutes of the 2015 Regular Stockholders' Meeting	17. 85.439%	18. None	19. None	
20. Presentation of the Annual report	21. 85.432%	22. 0.008%	23. None	
24. Ratification of acts and proceedings of the Board of Directors and Corporate Officers	25. 85.432%	26. None	27. 0.008%	
28. Appointment of External Auditors – R.G. Manabat & Co.	29. 85.432%	30. 0.008%	31. None	
32. Election of Directors	33. 85.439%	34. None	35. None	

36. Date of publishing of the result of the votes taken during the most recent AGM for all resolutions: 65

On May 26, 2016, the date of the 2016 Regular Stockholders' Meeting, the stockholders physically present in the said meeting were immediately made aware of the results of the votes since every item in the agenda was taken up and voted upon. Moreover, information about the quorum, and proxies held by the Chairman who was authorized to vote for the approval of the corporate acts, were announced at the beginning of the meeting.

## (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:

Modifications	Reason for Modification
NONE	NOT APPLICABLE

## (f) Stockholders' Attendance<sup>66</sup>

(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
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<sup>&</sup>lt;sup>64</sup> Updated to reflect information as of May 26, 2016, the date of the 2016 Regular Stockholders' Meeting of the Company.

<sup>&</sup>lt;sup>65</sup> Updated to reflect information as of May 26, 2016, the date of the 2016 Regular Stockholders' Meeting of the Company.

<sup>&</sup>lt;sup>66</sup> Updated to reflect information as of May 26, 2016, the date of the 2016 Regular Stockholders' Meeting of the Company.

Annual	Eduardo M. Cojuangco, Jr. Ramon S. Ang Bernard D. Marquez Leo S. Alvez Gabriel S. Claudio Francisco S. Alejo III Mario K. Surio Francisco H. Villaruz, Jr.  Officers Present: Virgilio S. Jacinto (Corporate Secretary) Conchita P. Jamora (Asst. Corp. Secretary) Cynthia M. Baroy (Chief Finance Officer)  Management Committee Members Present: Clemente o. Alburo Nelson S. Elises Rosalina A. Lioanag Emmanuel B. Macalalag Allan P. Mercado Roxanne Angela B. Millan Isadora A. Papica	May 26, 2016	By show of hands	s held in 2015		85.53%
Special		No S	special Meeting wa	is neia in 2015	)	

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

The counting of the ayes and nays or show of hands is the method by which votes are counted during the annual stockholders' meeting. The Corporate Secretary, with the assistance of SMC Stock Transfer Service Corporation, as the Company's stock transfer agent, is authorized to count any votes cast during the meeting.

(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.

Every stockholder entitled to vote during the annual stockholders' meeting shall be entitled to one (1) vote for each share of stock in his name in the books of the Company. However, in electing members to the Board, every stockholder is entitled to accumulate his votes in accordance with Section 24 of the Corporation Code.

## (g) Proxy Voting Policies

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

	Company's Policies
Execution and acceptance of proxies	Proxies must be in writing, executed by the stockholders or his duly authorized attorney-in-fact and must be submitted to the Corporate Secretary.
Notary	Proxies need not be notarized.
Submission of Proxy	Section 7 of the Company's By-Laws required that all proxies must be in the hands of the Corporate Secretary not later than ten (10) working days before the time set for the meeting unless the Board of Directors shall fix another period, which period must be made known to the stockholders within a reasonable time.
Several Proxies	The Company complies with the provisions on proxy as provided in the Implementing Rules and Regulations of the Securities Regulation Code. Accordingly, where the Company receives more than one (1) proxy from the same stockholder and they are all undated, the postmark dates shall be considered. If the proxies are mailed on the same date, the one bearing the latest time of day of postmark is counted. If the proxies are not mailed, then the time of their actual presentation is considered. That which is presented last will be recognized. Where a proxy is given to two (2) or more persons in the alternative in one instrument, the proxy designated as an alternate can only act as proxy in the event of non-attendance of the other designated person. Where the same stockholder gives two (2) or more proxies, the latest one given is to be deemed to revoke all former proxies.
Validity of Proxy	Proxies shall be valid only for the meeting at which it has been presented to the Corporate Secretary.
Proxies executed abroad	Proxies executed abroad to be effective and honored by the Company should be duly authenticated by the Philippines Embassy or Consular Office.
Invalidated Proxy	Invalidated proxies shall not be included for quorum and

	voting purposes.
Validation of Proxy	The Board shall schedule when the validation of proxies shall take place, which schedule is made known to the stockholders through the Notice of Meeting and Information Statement sent to them prior to the Annual Stockholders' Meeting
Violation of Proxy	If the instruction of the stockholder as set out in his proxy form is not followed, then the proxy vote shall not be honored.

## (h) Sending of Notices

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

Policies	Procedure
Notices of regular meetings of stockholders together with the Information Statement are sent by the Corporate Secretary at least two (2) weeks prior to the date of the meeting to each stockholder of record. The notice shall state the place, date and hour of the meeting.	Notices of regular meetings of stockholders together with the Information Statement are sent by the Corporate Secretary by personal delivery or by mailing the notice at least two weeks prior to the date of the meeting to each stockholder of record at his last known post office address.

# (i) Definitive Information Statements and Management Report<sup>67</sup>

Number of Stockholders entitled to receive	735 Stockholders were entitled to receive the
Definitive Information Statements and	Information Statement.
Management Report and Other Materials	
Date of Actual Distribution of Definitive	May 4, 2016
Information Statement and Management Report	
and Other Materials held by market	
participants/certain beneficial owners	
Date of Actual Distribution of Definitive	May 4, 2016
Information Statement and Management Report	
and Other Materials held by stockholders	
State whether CD format or hard copies were	CD
distributed	
If yes, indicate whether requesting stockholders	Yes
were provided hard copies	

# (j) Does the Notice of Annual/Special Stockholders' Meeting include the following<sup>68</sup>:

Yes, the information asked below were all included in the Information Statement circulated to the stockholders entitled to vote in the 2016 Regular Stockholders' Meeting.

Each resolution to be taken up deals with only one item.	YES
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<sup>&</sup>lt;sup>67</sup>Updated to reflect information as of May 26, 2016, the date of the 2016 Regular Stockholders' Meeting of the Company.

<sup>&</sup>lt;sup>68</sup>Updated to reflect information as of May 26, 2016, the date of the 2016 Regular Stockholders' Meeting of the Company.

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.	YES
The amount payable for final dividends.	YES
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.

Policies	Implementation	
	Minority stockholders are accorded, among others, the following rights:	
The Company is committed to respect minority interests and declares such in its CG Manual.	Right not to be denied representation in the Board as shown in the CG Manual provision which states that a director shall not be removed without cause if it will deny minority shareholders representation in the Board;	
	The right specifically given to minority shareholders to propose the holding of the meeting and to propose items in the agenda of the meeting;	
	Right that any doubt about the validity of the proxy shall be resolved in the shareholder's favor	

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

Yes.

### K. INVESTORS RELATIONS PROGRAM

1) 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 a Business Affairs Communications Office which handles communication with media and internal publications. Stakeholders are also provided through the Investor Relations Office of the Company and its parent company, SMC, disclosures, announcements, and upon request, with periodic reports filed with the SEC and PSE.

All information/disclosures for release are cleared and approved by the Corporate General Counsel, Chief Finance Officer and the President.

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 effectively communicate the company's performance, plans and strategies to the capital market, as well as, develop a long term relationship of trust with stakeholders, using the discipline in finance, communication and marketing and manage the content and flow of company information/disclosures to the financial markets.
(2) Principles	Provide consistent and reliable information that would assist investors in their investment decision.
(3) Modes of Communications	Company disclosures, One-on-one meetings, Email, Telephone calls and quarterly joint investors briefing with the SMC Group.
(4) Investors Relations Officer	Reyna-Beth D. de Guzman, SMC Investor Relations Contact no. (632) 632-3752Email: rdeguzman@smg.sanmiguel.com.ph

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?

Any major plans or extraordinary transactions of the Company pass through a team that evaluates the viability of the transaction and ensures that it will have a strategic fit with the Company. This is eventually presented to the Board for approval.

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

The Company gets the services of Investment Banks who provides advice on the fairness of transaction price.

## L. CORPORATE SOCIAL RESPONSIBILITY INITIATIVES<sup>69</sup>

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

Initiative	Beneficiary
TESDA-GINEBRA Entrepreneurship Project	Individuals from Regions 1, 2, 4, 5, 6, 7, 8 and National
This is a nation-wide program, which provided	Capital Region
scholarships and livelihood opportunities to 180	
students who have graduated from the TESDA	
Specialista Technopreneurship Program NC2 level for	
food and beverage services.	
SMC Team Malasakit Program	Grade 5 and 6 students of Nueve de Pebrero
The Company, as part of the San Miguel Group, and in	Elementary School in Mandaluyong City
coordination with the San Miguel Foundation, Inc.	
conducted fun educational games and activities and	
provided gifts to students in Nueve de Pebrero	
Elementary School in Mandaluyong City on September	
19, October 24, and November 14, 2015.	
Participated in the "Brigada Eskwela" program of the	Subangdaku Elementary School in Mandaue, Cebu
Department of Education through the rehabilitation of	
three (3) classrooms.	

<sup>&</sup>lt;sup>69</sup> Updated for the year ended December 31, 2015.

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Mangrove Planting Activity	Naga, Cebu
Planted 2000 mangrove seedlings in Naga, Cebu	

# 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
	Accomplishment of Annual Self- Rating Form	Performance of the Board in accordance with best practices in corporate governance and effectiveness of the Company's governance process.
Board of Directors		The assessment covers the following areas of Board performance: Fulfillment of the Board's Key
		Responsibilities; Board-Management Relationship;
		Effectiveness of Board Process and Meetings; Individual performance of directors.
	Accomplishment of Self- Assessment Worksheet by the Audit Committee Members (pursuant to its Manual, which will be implemented in 2013)	Assessment of the performance of the Committees based on their respective charters to determine if the same accords with best practice.
Board Committees	A similar Self-Assessment Worksheet is intended to be adopted for the Nomination and Hearing Committee and Executive Compensation Committee.	
Individual Directors	Accomplishment of Annual Self- Rating Form (Portion on Individual Performance of Board Members)	Assessment of the individual performance of the Directors to determine if the same is in accordance with best practices in corporate governance.
CEO/President	Annual Performance Evaluation	Key Performance Indicators, which includes, among others, the business performance of the Company.

# 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

Violations	Sanctions
Violations of the provisions of the CG Manual	The CG Manual provides that the among the duties of
	a Compliance Officer is the determination of violation/s of the CG Manual and recommendation of
	penalty for the said violation/s for further review and
	approval of the Board.

signed on behalf of the registrant by the und	= :	authorized, in the City of
SIGN	IATURES	
·	AL SIGNED)	
	COJUANGCO, JR.	
	f the Board and cutive Officer	
(ORIGINAL SIGNED)		(ORIGINAL SIGNED)
MINITA V. CHICO-NAZARIO		ANGELINA S. GUTIERREZ <sup>70</sup>
Independent Director		Independent Director
(ORIGIN	AL SIGNED)	
•	S. JACINTO	
Compli	ance Officer	
SUBSCRIBED AND SWORN to before me this 21st day of Jun	e 2013, affiant(s) exhibiting t	o me their
as follows:		
T/05 05 LD /NO	DATE OF ICCUIE	DI ACE OF ICCLIE

<u>NAME</u>	TYPE OF I.D./NO.	DATE OF ISSUE	PLACE OF ISSUE
Eduardo M. Cojuangco, Jr.	Passport No. XX0410612	Feb. 16, 2012	Manila
Minita V. Chico-Nazario	TIN No. 146-148-455		
Angelina S. Gutierrez	TIN No. 130-188-514		
Virgilio S. Jacinto	Passport No. EB0971552	Sep 17, 2010	Manila

## **NOTARY PUBLIC**

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CARMELA T. DELA PAZ
Commission No. 0364-12
Notary Public for Mandaluyong City
Until Dec. 31, 2013
SMC, 40 San Miguel Ave., Mandaluyong City
Roll No. 57052
PTR No. 1619906; 01/03/13; Mandaluyong City
IBP Lifetime Member No. 010580; 02/09/12; Makati City

 $<sup>^{70}</sup>$  Resigned Effective October 8, 2014 as disclosed in SEC Form 17-C filed with SEC on October 17, 2014.