

## PART D

QUESTIONS	YES/NO	SOURCE DOCUMENT/LOCATION OF INFORMATION	REMARKS
<b>D.1 Transparent ownership structure</b>			
<b>D.1.1 Does the information on shareholdings reveal the identity of beneficial owners, holding 5% shareholding or more?</b>	N/A		
<b>D.1.2 Does the company disclose the direct and indirect (deemed) shareholdings of major and/or substantial shareholders?</b>	N/A		
<b>D.1.3 Does the company disclose the direct and indirect (deemed) shareholdings of directors (commissioners)?</b>	N/A		
<b>D.1.4 Does the company disclose the direct and indirect (deemed) shareholdings of senior management?</b>	N/A		
<b>D.1.5 Does the company disclose details of the parent/holding company, subsidiaries, associates, joint ventures and special purpose enterprises/ vehicles (SPEs)/ (SPVs)?</b>	N/A		
<b>D.2 Quality of Annual Report</b>			
<i>Does the company's annual report disclose the following items:</i>			
<b>D.2.1. Key risks</b>	<u>Y</u>	Annual Report, Audited Financial Statements and Company Website	The key risks faced by the company such as financial risk, credit risk, liquidity risk, market risk, interest rate risk, currency risk, and price risk are disclosed in the Annual Report, which includes the 2015 Audited Financial Statements in a CD format, pp. 30-35 and Company Website.
<b>D.2.2. Corporate objectives</b>	<u>Y</u>	Annual Report and Company Website	
<b>D.2.3. Financial performance indicators</b>	<u>Y</u>	Annual Report, Audited Financial Statements and Company Website	

<b>D.2.4. Non-financial performance indicators</b>	<u>N</u>		
<b>D.2.5. Dividend policy</b>	<u>N/A</u>		
<b>D.2.6. Details of whistle-blowing policy</b>	<u>N</u>		
<b>D.2.7. Biographical details (at least age, qualifications, date of first appointment, relevant experience, and any other directorships of listed companies) of directors/ commissioners</b>	<u>Y</u>	Annual Report and Company Website	
<b>D.2.8. Training and/or continuing education programme attended by each director/commissioner</b>	<u>Y</u>	Annual Report and Company Website	
<b>D.2.9. Number of board of directors/commissioners meetings held during the year</b>	<u>Y</u>	Annual Report and Company Website	
<b>D.2.10. Attendance details of each director/ commissioner in respect of meetings held.</b>	Y	Annual Report and Company Website	
<b>D.2.11. Details of remuneration of each member of the board of directors/commissioners</b>	<u>N</u>		
<b><i>Corporate Governance Confirmation Statement</i></b>			
<b>D.2.12. Does the Annual Report contain a statement confirming the company's full compliance with the code of corporate governance and where there is non-compliance, identify and explain reasons for each such issue?</b>	N		
<b>D.3. Disclosure of related party transactions (RPT)</b>			
<b>D.3.1. Does the company disclose its policy covering the review and approval of material/significant RPTs?</b>	<u>N</u>		

D.3.2. Does the company disclose the name of the related party and relationship for each material/significant RPT?	<u>N</u>		
D.3.3. Does the company disclose the nature and value for each material/significant RPT?	N		
<b>D.4 Directors and commissioners dealings in shares of the company</b>			
D.4.1. Does the company disclose trading in the company's shares by insiders?	<u>N/A</u>		
<b>D.5 External auditor and Auditor Report</b>			
D.5.1 Are audit fees disclosed?	<u>Y</u>	Annual Report and Company website	The external auditor's fees amounted to P434,000.00 inclusive of P50,000.00 fee for the evaluation of the company's new accounting system, as disclosed in the Annual Report.
<i>Where the same audit firm is engaged for both audit and non -audit services</i>			
D.5.2. Are the non-audit fees disclosed?	<u>Y</u>	Annual Report and Company website	The non-audit fees of the company in 2015 amounted to P50,000.00.
D.5.3 Does the non-audit fee exceed the audit fees?	<u>N</u>	Annual Report and Company website	The non-audit fees which amounted to P50,000.00 did not exceed the audit fees.
<b>D.6 Medium of communications</b>			
<i>Does the company use the following modes of communication?</i>			
D.6.1. Quarterly reporting	N		AFPGEN has semi-annual Newsletter publications for its employees, clients and the general public.
D.6.2. Company website	Y	Company website / Link: <a href="http://www.afpgen.com">http://www.afpgen.com</a>	YES. The Company extensively uses its website ( <a href="http://www.afpgen.com">www.afpgen.com</a> ) in reaching out and disseminating relevant information to all its stakeholders i.e. investors, customers, employees, suppliers, creditors, competitors, community, government) and the public in general.
D.6.3. Analyst's briefing	N/A		

<b>D.6.4. Media briefings /press conferences</b>			
<b>D.7 Timely filing/release of annual/financial reports</b>			
<b>D.7.1. Are the audited annual financial report / statement released within 120 days from the financial year end?</b>	Y	Audited Financial Statements	The Audited Annual Financial Statement of the Company were timely submitted to the BIR and IC in April 2015.
<b>D.7.2. Is the annual report released within 120 days from the financial year end?</b>	N		
<b>D.7.3. Is the true and fairness/fair representation of the annual financial statement/reports affirmed by the board of directors/commissioners and/or the relevant officers of the company?</b>	Y	Audited Financial Statements	
<b>D.8 Company website</b>			
<i>Does the company have a website disclosing up-to-date information on the following:</i>			
<b>D.8.1. Business operations</b>	<u>Y</u>	Company Website: <a href="http://www.afpgen.com">http://www.afpgen.com</a>	
<b>D.8.2. Financial statements/reports (current and prior years)</b>	<u>Y</u>	Audited Financial Statements as attachment and Company Website	The financial statements/reports of the company are reflected in the Audited Financial Statements. The financial reports of the current and prior years are also disclosed in the Company Website.
<b>D.8.3. Materials provided in briefings to analysts and media</b>	<u>N/A</u>		
<b>D.8.4. Shareholding structure</b>	<u>Y</u>	<u>General Information Sheet 2015 and Company Website</u>	

<b>D.8.5. Group corporate structure</b>	<u>N</u>		
<b>D.8.6. Downloadable annual report</b>	<u>Y</u>	<u>Annual Report and Company Website</u>	AFPGEN's Annual Report is viewable and easily-downloadable through the company website.
<b>D.8.7. Notice of AGM and/or EGM</b>	<u>Y</u>	<u>Notice of Joint Annual Stockholders and Board Meeting 2016</u>	
<b>D.8.8. Minutes of AGM and/or EGM</b>	<u>N</u>		
<b>D.8.9. Company's constitution (company's by-laws, memorandum and articles of association)</b>	<u>Y</u>	<u>By-Laws, Articles of Incorporation, Corporate Governance Code, Governance Committee Charter, ARMC Charter and Company Website</u>	AFPGEN's Corporate Governance page, in its company website, contains most of the Company's constitution including the By-laws, Articles of Incorporation, Corporate Governance Code and Governance Committee Charter.
<b>D.9 Investor relations</b>			
<b>D.9.1 Does the company disclose the contact details (e.g. telephone, fax, and email) of the officer / office responsible for investor relations?</b>	<u>N/A</u>		