

Civil Aviation Authority of the Philippines									
GRP	No.	ITEM	QUESTION	GUIDING REFERENCE		ANS	SCORE	JUSTIFICATION	REFERENCE LINK
I. Stakeholder Relationships (15%)									
I	1	1.a Does the GOCC disclose a policy that:	Stipulates the existence and scope of its effort to address customer's welfare?	GCG MC No. 2012-07 Chapter VII Sec. 35, Sec. 37		N	0	Unable to find disclosure	
I	1	1.b Does the GOCC disclose a policy that:	Elaborates its efforts to interact with the communities in which they operate?	GCG MC No. 2012-07 Chapter VII Sec. 34		N	0	Unable to find disclosure	
I	1	1.c Does the GOCC disclose a policy that:	Ensure that its value chain is environmentally friendly or is consistent with promoting sustainable development?	GCG MC No. 2012-07 Chapter VII Sec. 40		N	0	Unable to find disclosure	
I	2	2.a Activities implementing abovementioned policies	Does the GOCC disclose the activities that it has undertaken to implement the abovementioned policies? Customer health and safety	GCG MC No. 2012-07 Chapter VII Sec. 35, Sec. 37	OECD Principle IV (A) & Global Reporting Initiative	N	0	Unable to find disclosure	
I	2	2.b Activities implementing abovementioned policies	Interaction with the communities	GCG MC No. 2012-07 Chapter VII Sec. 34		N	0	Unable to find disclosure	
I	2	2.c Activities implementing abovementioned policies	Environmentally-friendly value chain	GCG MC No. 2012-07 Chapter VII Sec. 40		N	0	Unable to find disclosure	
I	3	3 Corporate Social Responsibility (CSR)	Does the GOCC have a separate corporate social responsibility (CSR) report/section or sustainability report/section?	GCG MC No. 2012-07 Chapter VIII Sec. 41, Sec. 43.4.e		N	0	Unable to find disclosure	

I	4	4 Stakeholders' effective redress for violation of rights	Where stakeholder interests are protected by law, stakeholders should have the opportunity to obtain effective redress for violation of their rights. Does the GOCC provide contact details via the company's website or Annual Report which stakeholders (e.g. customers, suppliers, general public etc.) can use to voice their concerns and/or complaints for possible violation of their rights?		OECD Principle IV (B)	N	0	Unable to find disclosure	
I	5	5.a Performance-enhancing mechanisms for employee participation	Performance-enhancing mechanisms for employee participation should be permitted to develop. Does the GOCC explicitly mention the health, safety and welfare policy for its employees?	GCG MC No. 2012-07 Chapter VII Sec. 39	OECD Principle IV (C) Global Reporting Initiative: Sustainability Report	N	0	Unable to find disclosure	
I	5	5.b Performance-enhancing mechanisms for employee participation	Does the GOCC publish data relating to health, safety and welfare of its employees?			N	0	Unable to find disclosure	
I	5	5.c Performance-enhancing mechanisms for employee participation	Does the GOCC have training and development programmes for its employees?	GCG MC No. 2012-07 Chapter VII Sec. 36		N	0	Unable to find disclosure	
I	5	5.d Performance-enhancing mechanisms for employee participation	Does the GOCC publish data on training and development programmes for its employees?			N	0	Unable to find disclosure	
I	6	6.a Performance-enhancing mechanisms for employee participation	Stakeholders including individual employee and their representative bodies, should be able to freely communicate their concerns about illegal or unethical practices to the board and their rights should not be compromised for doing this. Does the GOCC have procedures for complaints by employees concerning illegal (including corruption) and unethical behavior?	GCG MC No. 2014-04	OECD Principle IV (E)	N	0	No Whistleblowing Policy	
I	6	6.b Performance-enhancing mechanisms for employee participation	Does the GOCC have procedures to protect an employee/person who reveals illegal/unethical behavior from retaliation?		OECD Principle IV (E)	N	0	No Whistleblowing Policy	

	Total Number of Applied Items	Total Score	0	
--	----------------------------------------	----------------	---	--

GRP	No.	ITEM	QUESTION	GUIDING REFERENCE		ANS	SCORE	JUSTIFICATION	REFERENCE LINK
II. Disclosure and Transparency (35%)									
II	7	7.a Quality of Annual Report	Does the GOCC's annual report disclose the following items: Corporate objectives	R.A. No. 10149 Chapter V Sec. 25, GCG MC No. 2012-07 Chapter VIII Sec. 41	OECD Principle V (A) OECD Principle V € ICGN 2.4 Composition and structure of the board ICGN 2.4.1 Skills and experience ICGN 2.4.3 Independence ICGN 5.0 Remuneration ICGN 5.4 Transparency UK Corporate Governance Code (2010) CLSA-ACGA (2010) CG Watch 2010 - Appendix 2	N	0.00	No Annual Report for the year 2016 was posted in the website	
II	7	7.b Quality of Annual Report	Does the GOCC's annual report disclose the following items: Financial performance indicators			N	0.00	Latest Audited Financial Statement posted is for the year 2013	
II	7	7.c Quality of Annual Report	Does the GOCC's annual report disclose the following items: Non-financial performance indicators			N	0.00	No Annual Report for the year 2016 was posted in the website	
II	7	7.d Quality of Annual Report	Does the GOCC's annual report disclose the following items: Details of whistle-blowing policy			N	0.00	No Whistleblowing Policy	

II	7	7.e Quality of Annual Report	Does the GOCC's annual report disclose the following items: Biographical details (at least age, qualifications, date of first appointment, relevant experience, and any other directorships of listed companies) of directors/commissioners			N	0.00	No list and profile of Board of Directors was posted in the website	
II	7	7.f Quality of Annual Report	Does the GOCC's annual report disclose the following items: Training and/or continuing education programme attended by each director/commissioner			N	0.00	Unable to find disclosure	
II	8	8 Downloadable Annual Reports	Are the annual reports downloadable from the GOCC's website?			N	0.00	No Annual Report for the year 2016 was posted in the website	

II	9	9 Corporate Governance Confirmation Statement	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?		OECD PRINCIPLE V (A) (8)	N	0.00	No Annual Report for the year 2016 was posted in the website	
II	10	10.a Timely filing/release of annual/financial reports	Are the audited annual financial report/statement released within 60 days upon receipt from COA?		OECD Principle V. Transparency and Disclosure, A. OECD Principle II. The State Acting as an Owner, F. (3)	N	0.00	Latest Audited Financial Statement posted is for the year 2013	
II	10	10.b Timely filing/release of annual/financial reports	Is the annual report released within 90 days from release of audited financial report?			N	0.00	No Annual Report for the year 2016 was posted in the website	
II	10	10.c Timely filing/release of annual/financial reports	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?	GCG MC No. 2012-07 Chapter VIII Sec. 42 (d)	OECD Principle V (C) OECD Principle V (E) OECD Principle V-(A). ICGN 7.2 Timely disclosure ICGN 7.3 Affirmation of financial statements	N	0.00	Latest Audited Financial Statement posted is for the year 2013	

	Total Number of Applied Items	Total Score	0.00	
--	----------------------------------	----------------	------	--

Civil Aviation Authority of the Philippines									
GRP	No.	ITEM	QUESTION	GUIDING REFERENCE		ANS	SCORE	JUSTIFICATION	REFERENCE LINK
III. Responsibility of the Board (50%)									
III	11	11.a Corporate Vision and Mission/ Strategy	Has the Board of Directors reviewed the vision and mission/ strategy in the last financial year?	GCG MC No, 2012-06 Chapter III Sec. 27.1 (a)	OECD PRINCIPLE 6 (P58) ICGN:3.2 Integrity	N	0.00	Unable to find disclosure	
III	11	11.b Corporate Vision and Mission/ Strategy	Does the Board of Directors monitor/oversee the implementation of the corporate strategy?	GCG MC No, 2012-06 Chapter III Sec. 27.1 (b)		N	0.00	Unable to find disclosure	
III	12	12 Performance Evaluation System (PES)	Did the GOCC achieve 90% in the PES?			N	0.00	Unable to find disclosure	
III	13	13.a Code of ethics or conduct	Are the details of the code of ethics or conduct disclosed?	GCG MC No. 2012-07 Chapter VIII Sec. 41	OECD PRINCIPLE VI	N	0.00	No Code of Conduct	
III	13	13.b Code of ethics or conduct	Does the GOCC disclose that all Directors/Commissioners, senior management and employees are required to comply with the code?			N	0.00	No Code of Conduct	
III	13	13.c Code of ethics or conduct	Does the company disclose how it implements and monitors compliance with the code of ethics or conduct?			N	0.00	No Code of Conduct	
III	14	14 Nomination Compensation / Remuneration Committee	Does the Board appoint a Nomination Compensation / Remuneration Committee?	GCG MC No. 2012-07 Chapter III Sec. 16.2.4. RA No. 10149 Chapter IV Sec.23 GCG MC No. 2012-07 Chapter VIII. Sec. 41	OECD Principle II. The State Acting as an Owner, F. (2) ICGN Global Corporate Principles 5.0 Remuneration & 5.4 Transparency 2013 ASEAN Corporate Governance Scorecard E.2.10 &	N	0.00	No Committee disclosed for the year 2016	

III	15	15 Nomination Compensation / Remuneration Committee	Did the Nomination Compensation/Remuneration Committee meet at least twice during the year?			N	0.00	Unable to find disclosure	
III	16	16 Nomination Compensation / Remuneration Committee	If yes, is the report of the Nomination Compensation/Remuneration Committee publicly disclosed?			N	0.00	Unable to find disclosure	
III	17	17 Audit Committee	Does the Board appoint an Audit Committee?	GCG MC No. 2012-07 Sec. 8 (j) GCG MC No. 2012-07 Chapter III Sec. 16.2.2 GCG MC No. 2012-07 Chapter VIII. Sec. 41	OECD Principle V. Transparency and Disclosure, B. 2013 ASEAN Corporate Governance Scorecard E.2.22 SEC MC NO.2 s. 2002 Sec. 9 (A)	N	0.00	No Committee disclosed for the year 2016	
III	18	18 Audit Committee	If yes, is the report of the Audit Committee publicly disclosed?			N	0.00	Unable to find disclosure	
III	19	19 Audit Committee	Does at least one member of the Audit Committee have an audit, accounting or finance background (qualification or experience)?			N	0.00	Unable to find disclosure	
III	20	20 Audit Committee	Did the Audit Committee meet at least four times during the year?			N	0.00	Unable to find disclosure	

III	21	21 Risk Management Committee	Does the Board appoint a Risk Management Committee?	GCG MC No. 2012-07 Chapter III Sec. 16.2.5. GCG MC No. 2012-07 Chapter III Sec. 8 (b), (h)	OECD Principle VI D (6)	N	0.00	No Committee disclosed for the year 2016	
III	22	22 Risk Management Committee	If yes, is the report on Risk Management Committee publicly disclosed?			N	0.00	Unable to find disclosure	
III	23	23 Risk Management Committee	Does at least one member of the Risk Management Committee have a background in finance and investments?	GCG MC No. 2012-07 Chapter III Sec. 16.2.5.		N	0.00	Unable to find disclosure	
III	24	24.a Board meetings and attendance	Are the Board of Directors meetings scheduled at the beginning of the year? (end of Q1)			N	0.00	Unable to find disclosure	
III	24	24.b Board meetings and attendance	Does the Board of Directors meet at least monthly?	GCG MC No. 2012-07 Sec. 8 (a)		N	0.00	Unable to find disclosure	
III	24	24.c Board meetings and attendance	Did the Board of Directors meet on at least 75% on their scheduled meetings?		INDO SCORECARD	N	0.00	Unable to find disclosure	
III	24	24.d Board meetings and attendance	Has each of the directors/commissioners attended at least 90% of all the board meetings held during the year?		OECD PRINCIPLE VI (E)	N	0.00	Unable to find disclosure	
III	24	24.e Board meetings and attendance	Did the Board of Directors meet separately at least once during the year without the President/CEO present?		WORLD BANK PRINCIPLE 6	N	0.00	Unable to find disclosure	

III	25	25.a Access to information	Does the GOCC have a policy that stipulates board papers for Board of Directors/Commissioners meetings be provided to the Board at least three (3) working days in advance of the board meeting?			N	0.00	Unable to find disclosure	
III	25	25.b Board Secretary	Is the Board Secretary trained in legal, accountancy or company secretarial practices?			Y	1.00	KE: The Corporate Secretary is Atty. Roberto Martin S. Buenaventura _Unable to find the Profile of Board Secretary.	http://www.caap.gov.ph/?page_id=54
III	26	26.a Internal Audit	Does the company have a separate internal audit function?	GCG MC No. 20120-07 Chapter III Sec. 16.1, 16.2.2. (a) & (d)	OECD PRINCIPLE VI (D)	Y	1.50	There is a staff for Internal Audit function, Ms. Aurea R. Gruezo _Unable to find disclosure	http://www.caap.gov.ph/?page_id=54
III	26	26.b Internal Audit	Does the appointment and removal of the internal auditor require the approval of the Audit Committee?		OECD PRINCIPLE VI (D) (7) WORLDBANK PRINCIPLE 6 ASX Principles on CG	N	0.00	Unable to find disclosure	
III	27	27.a Risk Oversight	Does the company disclose the internal control procedures/risk management systems it has in place?		OECD PRINCIPLE 6 (VI) (D) (7)	N	0.00	Unable to find disclosure	
III	27	27.b Risk Oversight	Does the Annual Report disclose that the board of directors/commissioners has conducted a review of the company's material controls (including operational, financial and compliance controls) and risk management systems?		UK CODE (JUNE 2010)	N	0.00	Unable to find disclosure	
III	27	27.c Risk Oversight	Does the company disclose how key risks are managed?		OECD PRINCIPLE V (A)	N	0.00	Unable to find disclosure	

III	27	27.d Risk Oversight	Does the Annual Report contain a statement from the Board of Directors or Audit Committee commenting on the adequacy of the GOCC's internal controls/risk management systems?			N	0.00	Unable to find disclosure	
III	28	28 Board Chairman and CEO	Do different persons assume the roles of Chairman and CEO?		OECD PRINCIPLE VI ICGN: 2.5 Role of the Chair	N	0.00	Unable to find disclosure	
III	29	29.a Orientation Program	Does the GOCC have orientation programs for new Directors?	R.A. No. 10149 Sec. 16, GCG MC No. 2012-05 Art. 5 (f)		N	0.00	Unable to find disclosure	
III	29	29.b Continuous Professional Education Program	Does the GOCC have a policy that encourages Directors/Commissioners to attend on-going or continuous professional education programs?		OECD PRINCIPLE VI (E)	N	0.00	Unable to find disclosure	
III	29	29.c Continuous Professional Education Program	Did all Appointive Directors attend at least 1 training for the calendar year?			N	0.00	Unable to find disclosure	
III	30	30.a Board Appraisal	Is an annual performance assessment conducted of the Board of Directors?	GCG MC No. 2012-07 Chapter III Sec. 17	OECD Principle VI. The Responsibilities of the Boards of State-Owned Enterprises, F. 2013 ASEAN Corporate Governance Scorecard E.5.5 & E.5.6	N	0.00	Unable to find disclosure	
III	30	30.b Board Appraisal	Does the GOCC disclose the process followed in conducting the Board assessment?			N	0.00	Unable to find disclosure	

III	30	30.c Board Appraisal	Does the GOCC disclose the criteria used in the Board assessment?			N	0.00	Unable to find disclosure	
III	31	31 Committee Appraisal	Is an annual performance assessment conducted of the Board of Directors Committees?		UK CODE (JUNE 2010)	N	0.00	Unable to find disclosure	
					Total No. of Applied Items	Total Score	2.50		