

Philippines

PLCName

StockCode

Expert Name 0

Sector

Year 2012

Date of Financial Year En 31/12/2012

Source Document/ Location of Information Yes / No Point REMARKS

C Role of Stakeholders

C.1 The rights of stakeholders that are established by law or through mutual agreements are to be respected.

	Does the company disclose a policy that :				
C.1.1	Stipulates the existence and scope of the company's efforts to address customers' health and safety?	BPI/MS Mission Source: http://bpims.com/about_mission.htm "Through our insurance and and financial service business, we commit ourselves to: * Bring security and safety to people and businesses around the world, and make a lasting contribution to the enrichment of the society	Y	1	Yes, BPI/MS stipulates the existence and scope of the efforts to address customers' health and safety
C.1.2	Explains supplier/contractor selection practice?	Purchasing Procedure (QP-BCA-007) Source: http://bpims.com/downloads/corp_gov/QP-BCA-007-Purchasing.pdf	Y	1	Yes, BPI/MS explains and discloses its supplier/contractor selection practice.
C.1.3	Describes the company's efforts to ensure that its value chain is environmentally friendly or is consistent with promoting sustainable development?	BPI Annual Report BPI Website http://bpims.com	Y	1	BPI/MS joined BPI's program on greening our workplace. Some green initiatives BPI/MS has implemented are; 1) Paperless initiatives to reduce paper consumption through our e-policy. 2) No plastic, No styro in the office campaign 3) Segretation of waste so that recyclable items can be re-used.

C		Source Document/ Location of Information	Yes / No	Point	REMARKS
Role of Stakeholders					
C.1.4	Elaborates the company's efforts to interact with the communities in which they operate?	BPI/MS 2012 Annual Report Message from the President Corporate Governance Report Our Stakeholders Section Source: http://bpims.com/downloads/corp_gov/Corporate-Governance-Report-OUR-STAKEHOLDERS.pdf	Y	1	Yes, BPI/MS elaborates its efforts to interact with the communities in which they operate.
C.1.5	Directs the company's anti-corruption programmes and procedures?	Guidelines on Conflict of Interest (G-Com-07) Source: http://bpims.com/downloads/corp_gov/G-Com-07-Conflict-of-Interest.pdf "E. Improper payments 1. Political donations are prohibited. Employees may only make donations as individuals to legally registered political parties. 2. Bribes or inducements are prohibited. 3. If third parties approach BPI/MS staff and offer bribes or inducements, this must be reported to the Compliance Controller."	Y	1	Yes, BPI/MS has established its anti-corruption programmes and procedures.
C.1.6	Describes how creditors' rights are safeguarded?		N	0	
Does the company disclose the activities that it has undertaken to implement the above mentioned policies?					

C		Source Document/ Location of Information	Yes / No	Point	REMARKS
Role of Stakeholders					
C.1.7	Customer health and safety	> BPI/MS Mission http://bpims.com/about_mission.htm "Through our insurance and and financial service business, we commit ourselves to: * Bring security and safety to people and businesses around the world, and make a lasting contribution to the enrichment of the society. > BPI/MS 2012 Annual Report Message from the President	Y	1	Yes, BPI/MS discloses the activities that it has undertaken to implement its priority on customer health and safety.
C.1.8	Supplier/Contractor selection and criteria		N	0	
C.1.9	Environmentally-friendly value chain	BPI Annual Report BPI Website http://bpims.com	Y	1	Yes, BPI/MS discloses the activities that it has undertaken to implement its policy on environmentally-friendly value chain.
C.1.10	Interaction with the communities	BPI/MS 2012 Annual Report Message from the President	Y	1	
C.1.11	Anti-corruption programmes and procedures		N	0	
C.1.12	Creditors' rights		N	0	
C.1.13	Does the company have a separate corporate responsibility (CR) report/section or sustainability	BPI/MS Website 2012 Chronicles Source: http://bpims.com/downloads/corp_gov/Chronicles-2012.pdf	Y	1	Yes, BPI/MS has a separate corporate responsibility (CR) report/section or sustainability report/section.

C.2

Where stakeholder interests are protected by law, stakeholders should have the opportunity to obtain effective redress for violation of their rights.

C		Source Document/ Location of Information	Yes / No	Point	REMARKS
Role of Stakeholders					
C.2.1	Does the company 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?	Helpline Numbers and email address Source: http://bpims.com/Contact.htm	Y	1	Yes, BPI/MS provide contact details in BPI/MS website which stakeholders can use to voice their concerns and/or complaints for possible violation of their rights.
C.3 Performance-enhancing mechanisms for employee participation should be permitted to develop.					
C.3.1	Does the company explicitly disclose the health, safety, and welfare policy for its employees?	Corporate Governance Report Our Stakeholders Section C. Employees page 1 Source: http://bpims.com/downloads/corp_gov/Corporate-Governance-Report-OUR-STAKEHOLDERS.pdf "Employees are compensated based on performance and over-all qualifications. Adequate provisions for medical, health and other essential benefits; and workplace safety are provided to promote employee welfare and well-being."	Y	1	Yes, BPI/MS explicitly disclose the health, safety, and welfare policy for its employees.
C.3.2	Does the company publish data relating to health, safety and welfare of its employees?	Corporate Governance Report Our Stakeholders Section C. Employees page 1 Source: http://bpims.com/downloads/corp_gov/Corporate-Governance-Report-OUR-STAKEHOLDERS.pdf "Employees are compensated based on performance and over-all qualifications. Adequate provisions for medical, health and other essential benefits; and workplace safety are provided to promote employee welfare and well-being."	Y	1	Yes, BPI/MS publish data relating to health, safety and welfare of its employees. BPI/MS HR is centralized in the Bank and all HR related matters are published in the BPI website.

C		Source Document/ Location of Information	Yes / No	Point	REMARKS
Role of Stakeholders					
C.3.3	Does the company have training and development programmes for its employees?	<p>Corporate Governance Report Our Stakeholders Section C. Employees page 1 Source: http://bpims.com/downloads/corp_gov/Corporate-Governance-Report-OUR-STAKEHOLDERS.pdf</p> <p>"BPI/MS is committed to the development and welfare of its employees. As the Company sustain its efforts in building a high performance culture to fully respond to the requirements of the new business environment, employees are continuously trained and developed to enable them to achieve excellent performance founded on our Corporate Mission. All employees are required to attend a 5-day training a year. Career development programs are implemented to ensure professional growth through skills and job enrichment opportunities, learning and development programs, performance management and promotion systems."</p>	Y	1	Yes, BPI/MS has training and development programmes for its employees.
C.3.4	Does the company publish data on training and development programmes for its employees?	<p>Corporate Governance Report Our Stakeholders Section C. Employees page 1 Source: http://bpims.com/downloads/corp_gov/Corporate-Governance-Report-OUR-STAKEHOLDERS.pdf</p> <p>"In 2012, out of 352 employees in BPI/MS, 338 or 96.02% completed the 5-day mandatory training days requirement. The training of employees are based on the competencies which are analysed every year to ensure that employees are equipped with the necessary skills and knowledge to handle the job.</p>	Y	1	Yes, BPI/MS publish data on training and development programmes for its employees.

C		Source Document/ Location of Information	Yes / No	Point	REMARKS
Role of Stakeholders					
C.3.5	Does the company have a reward/compensation policy that accounts for the performance of the company beyond short- term financial measures?	Corporate Governance Report Our Stakeholders Section C. Employees page 1 Source: http://bpims.com/downloads/corp_gov/Corporate-Governance-Report-OUR-STAKEHOLDERS.pdf "Employees are compensated based on performance and over-all qualifications. Adequate provisions for medical, health and other essential benefits; and workplace safety are provided to promote employee welfare and well-being."	Y	1	Yes, BPI/MS has a reward/compensation policy that accounts for the performance of the company beyond short-term financial measures.

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.

C.4

C.4.1	Does the company have procedures for complaints by employees concerning illegal (including corruption) and	Guidelines on Handling Dishonest and Unlawful Acts (DUA) (G-HR-02) Source: http://bpims.com/downloads/corp_gov/G-HR-02-Guidelines-on-Handling-Dishonest-or-Unlawful-Acts.pdf	Y	1	Yes, BPI/MS has procedures for complaints by employees concerning illegal (including corruption) and unethical behavior.
-------	--	---	---	---	--

C.4.2	Does the company have a policy or procedures to protect an employee/person who reveals illegal/unethical behaviour from retaliation?	<p>Corporate Governance Report Policies, Processes and Practices Section B. Whistleblower Policy page 1</p> <p>Source: http://bpims.com/downloads/corp_gov/Corporate-Governance-Report-POLICIES-PROCESSES-AND-PRACTICE.pdf</p> <p>"The confidentiality of the whistleblower's identity shall be maintained to the extent possible. An individual who makes a protected disclosure shall not suffer harassment, retaliation or adverse employment consequences. Any person who retaliates against any individual who makes a protected disclosure shall be subject to discipline."</p>	Y	1	Yes, BPI/MS has a policy or procedures to protect an employee/person who reveals illegal/unethical behaviour from retaliation.
-------	--	--	---	---	--