

**PLCName** Philippines  
**StockCode** Empire Insurance Company  
**Expert Name**  
**Sector**  
**Year** 2012  
**Date of Financial Year End** 31/12/2012

	Source Document/ Location of Information	Yes / No	Point	REMARKS
<b>C</b>	<b>Role of Stakeholders</b>			
<b>C.1</b>	<b>The rights of stakeholders that are established by law or through mutual agreements are to be respected.</b>			
	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?	Y	1	The company has a CGL Policy to cover for the safety of our clients.
C.1.2	Explains supplier/contractor selection practice?	Y	1	Management selects Suppliers thru bidding. Safeguards for performance are stipulated in the contracts such as performance bond. Contracts are reviewed by Legal Counsels and are evaluated in the Board Meetings.
C.1.3	Describes the company's efforts to ensure that its value chain is environmentally friendly or is consistent with promoting sustainable development?	Y	1	By its nature our business has limited impact on the environment.
C.1.4	Elaborates the company's efforts to interact with the communities in which they operate?	Y	1	Management sees to it that dealings with stakeholders are above Board. Sensitive matters are presented to the Board taken up with legal counsel.

Company Corporate Governance

		Source Document/ Location of Information	Yes / No	Point	REMARKS
<b>C</b>	<b>Role of Stakeholders</b>				
C.1.5	Directs the company's anti-corruption programmes and procedures?		Y	1	Internal Audit lays out procedures & enforces implementation to avoid corruption.
C.1.6	Describes how creditors' rights are safeguarded?	Corporate Governance	Y	1	
	Does the company disclose the activities that it has undertaken to implement the above mentioned policies?				
C.1.7	Customer health and safety		Y	1	CGL, Mission Statement
C.1.8	Supplier/Contractor selection and criteria		Y	1	In Contracts; Mission Statement
C.1.9	Environmentally-friendly value chain		Y	1	
C.1.10	Interaction with the communities		Y	1	Vision and Mission Statement
C.1.11	Anti-corruption programmes and procedures		N/A	0	This is unspoken but a value retained by the Board & Management.
C.1.12	Creditors' rights	Loss Reserve, Audited Financial Statement	Y	1	
C.1.13	Does the company have a separate corporate responsibility (CR) report/section or sustainability report/section?		N	0	
<b>C.2</b>	<b>Where stakeholder interests are protected by law, stakeholders should have the opportunity to obtain effective redress for violation of their rights.</b>				
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?	<a href="http://empireinsurance.co">http://empireinsurance.co</a>	Y	1	

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<b>C</b>	<b>Role of Stakeholders</b>				
<b>C.3</b>	<b>Performance-enhancing mechanisms for employee participation should be permitted to develop.</b>				
C.3.1	Does the company explicitly disclose the health, safety, and welfare policy for its employees?	Company Benefits, Compensation package, Healthcare Contract	Y	1	Compensation Package, Healthcare Contract
C.3.2	Does the company publish data relating to health, safety and welfare of its employees?	Company Benefits, Healthcare Contract	N	0	Compensation Package, Funeral Benefits
C.3.3	Does the company have training and development programmes for its employees?	Company sends Employees for training at the Insurance Institute for Asia & the Pacific	Y	1	
C.3.4	Does the company publish data on training and development programmes for its employees?	Company provides the Insurance Development program as offered by IIAP.	Y	1	
C.3.5	Does the company have a reward/compensation policy that accounts for the performance of the company beyond short-term financial measures?	Company Benefits: Professional Incentive Bonus; Years of Service Award; Christmas Bonus	Y	1	
<b>C.4</b>	<b>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.</b>				
C.4.1	Does the company have procedures for complaints by employees concerning illegal (including corruption) and unethical behaviour?	Company Rules and Regulations	N/A	0	Given the small size of the Company, the open door policy serves as the effective mode of relaying such concerns to the Board. Reports and Informants' names are confidential.

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C.4.2	Does the company have a policy or procedures to protect an employee/person who reveals illegal/unethical behavior from retaliation?	N/A	0	Given the small size of the Company, Management is discreet in addressing such reports & keeps informants' names confidential. All are reported to the Board.
		18	16	