



Republic of the Philippines  
**SECURITIES AND EXCHANGE COMMISSION**  
 SEC Building, EDSA, Mandaluyong City  
 Metro Manila

SEC Reg. No. A199912536

**CERTIFICATE OF INCORPORATION**

**KNOW ALL MEN BY THESE PRESENTS:**

This is to certify that the Articles of Incorporation and By-Laws of

**OPTOMETRIC ASSOCIATION OF THE PHILIPPINES, INC.**

were duly registered by the Commission on this date upon the issuance of this Certificate of Incorporation in accordance with the Corporation Code of the Philippines (Batas Pambansa Blg. 68), approved on May 1, 1980 and copies of said Articles and By-Laws are hereto attached.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed at Mandaluyong City, Metro Manila, Philippines, this 17<sup>th</sup> day of August, Nineteen Hundred and ninety-nine.

Date: 28-9-2019 Time: 8:15:47 AM

*[Signature]*  
**SONIA M. BALLO**  
 Director

Corporate and Legal Department

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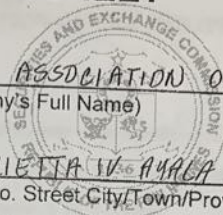
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Form 15  
PL-C

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12536



OPTOMETRIC ASSOCIATION OF THE PHILIPPINES  
(Company's Full Name)

PEREZ OPTICAL GLORIETTA IV AYALA CENTER MAKATI  
(Company's Address: No. Street/City/Town/Province)

752 7237

(Company's Telephone Number)

JUNE 30

(Fiscal Year Ending)  
(Month & Day)

LAST SATURDAY OF APRIL  
(Annual Meeting)

PL-C

(FORM TYPE)

(Amendment Designation if Applicable)

(Secondary License Type, if any)

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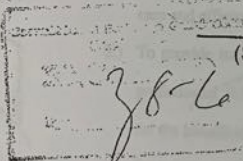
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RECORDS  
LICENSE CONTROL UNIT  
DATA ENTRY DIV.



Cashier  
Receiving Unit  
Central Receiving Unit

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Page 15 of 15

Verified by ALDAR

ARTICLES OF INCORPORATION  
OF  
OPTOMETRIC ASSOCIATION OF THE PHILIPPINES, INC.

KNOW ALL MEN BY THESE PRESENTS:

That we, all of legal ages, Filipinos and residents of the Republic of the Philippines, on this date have voluntarily associated ourselves together for the purpose of forming a non-stock, non-profit corporation under the laws of the Republic of the Philippines:

AND WE HEREBY CERTIFY

FIRST: The name of said corporation shall be OPTOMETRIC ASSOCIATION OF THE PHILIPPINES INC. (hereinafter referred to as the "ASSOCIATION")

SECOND: The purposes for which this ASSOCIATION is formed are:

- 1.) To improve the quality and availability of eye/vision care for all Filipinos and residents of the Philippines by encouraging and helping its members conduct their practices in accordance with the highest standards of ethics, professionalism, patient care and efficiency;
- 2.) To provide its members opportunities to develop and enhance their knowledge and professional skills and to keep abreast with educational and technical developments for the benefit of patients whom they are committed to serve;
- 3.) To help and contribute to the development of world class optometric education and training by, among other things, periodically reviewing the status of optometric education in this country, and institute measures for the improvement of the same;
- 4.) To promote and maintain cordial and unselfish relationship among its members and with members of their own profession as well as with other professions for the exchange of information to the advantage of mankind;
- 5.) To evaluate, from time to time, conditions affecting the practice of optometry and to recommend, adopt or sponsor appropriate measures for the improvement of the same;



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Page 3 of 17 pages  
Verified by: L. ALDAY Date: 01/01/2018

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*John J. J.*

*[Signature]*

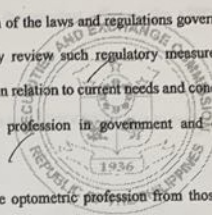
*Dr. S. Antonio*

*[Signature]*

*Admiral*

*[Signature]*

*[Signature]*



- 6.) To help in the implementation of the laws and regulations governing the practice of optometry and to periodically review such regulatory measures with the aim to upgrade or improve the same in relation to current needs and conditions;
- 7.) To represent the optometric profession in government and other organizations related to health care;
- 8.) To protect the interests of the optometric profession from those who may tend to diminish its quality and effectiveness in caring for the eye and visual health needs of the citizenry;
- 9.) To provide opportunities to those who may wish to embrace the science and profession of optometry through scholarships, grants and the like;
- 10.) To develop among its members respect for duly constituted authority, love of country, responsiveness to civic, social and religious obligations and service to the community to which they belong.

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

and in furtherance of the purposes aforesaid, the ASSOCIATION shall have the power:

- a.) To receive and hold property in ownership, real or personal and/or receive donations, devise, or bequests and/or to receive and accept any property donated, devised or bequeathed to it, including those that may be given in trust for any of the above-mentioned purposes;
- b.) To purchase, acquire, hold, sell, lease, exchange, mortgage and/or pledge real or personal or intangible property as the object and purposes of the ASSOCIATION may require and to generate funds for the acquisition of the properties of the ASSOCIATION, subject to such limitations as may be prescribed by law;
- c.) To collect, invest and reinvest all moneys and income coming to it and to hold the same for the benefit and general welfare of the ASSOCIATION;
- d.) To organize, conduct and carry on any activity whatsoever which is necessary for, or incidental, to the purposes of the ASSOCIATION and generally to do all such things; to perform all such activities and exercise such powers as may be directly or indirectly or conducive to the attainment of the above-mentioned purpose

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Verified by [Signature] Date Issued: 27-10-2018

THIRD: The place where the principal office of the ASSOCIATION is to be located is at Metro Manila.

FOURTH: The term for which said ASSOCIATION is to exist is fifty (50) years from and after the date of incorporation

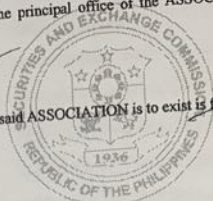
FIFTH: The names, citizenships and residences of the twelve (12) incorporators as indicated hereunder are as follows:

| <u>Names</u>             | <u>Citizenship</u> | <u>Residence</u>  |
|--------------------------|--------------------|---|
| 1. CLARO M. CINCO        | Filipino ✓         | 3970 Forest Hills, Banawa Cebu City                                     |
| 2. PRIMITIVA PEREZ-SISON | Filipino ✓         | Perez Optical, Glorietta IV Ayala Center, Makati City                   |
| 3. VIC H. CINCO          | Filipino ✓         | 1137 Dona Cecilia Street, Sta. Cecilia Subdivision, Gusa Cagayan de Oro |
| 4. BELINDA JOY DEL NORTE | Filipino ✓         | No. 24 Dalandan Street, Gen. Santos City                                |
| 5. CYNTHIA V. DEL MUNDO  | Filipino ✓         | 14 Avelino Street, Xavierville Loyola Heights, Quezon City              |
| 6. JESSE B. CAGUIOA      | Filipino ✓         | 48-K 1 <sup>st</sup> Kamuning Street Quezon City                        |
| 7. ANTONIO F. JOSON, JR. | Filipino ✓         | 131 Guadalupe Street, Morning Breeze Subdivision, Kalookan City         |
| 8. EDUARDO S. SIPIN      | Filipino ✓         | 13 Garnet Street, Fairview, Quezon City                                 |
| 9. LUIS O. CASAJE        | Filipino ✓         | 302 Regency Park Town Homes Santolan, Quezon City                       |
| 10. ALEXIS S. JAMORA     | Filipino ✓         | No. 18 Mariner Street, Dona Vicenta Village, Davao City                 |
| 11. ISIDRO L. AVENDANO   | Filipino ✓         | No. 24 G. Felipe Street, San Francisco Del Monte, Quezon City           |
| 12. JANICE MARIE S. DIEZ | Filipino ✓         | Cebu Doctor's College of Optometry Cebu City                            |

SIXTH: The number of the Board of Trustees, which shall be called as the Board of Governors, shall be eleven (11) and the names and residences of the initial Trustees or Governors of the ASSOCIATION, who are to serve until their successors are elected and qualified as provided in the By-laws, are as follows:

| <u>Names</u>             | <u>Residence</u>                                       |
|--------------------------|--|
| 1. CLARO M. CINCO        | 3970 Forest Hills, Banawa, Cebu City                   |
| 2. PRIMITIVA PEREZ-SISON | Perez Optical, Glorietta IV, Ayala Center, Makati City |

Page 5 of 5 pages  
Certified by L. ALDAY Date 10/12/2010



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- 3. VIC H. CINCO
- 4. BELINDA JOY DEL NORTE
- 5. CYNTHIA V. DEL MUNDO
- 6. JESSE B. CAGUIOA
- 7. EDUARDO S. SIPIN
- 8. LUIS O. CASAJE
- 9. ALEXIS S. JAMORA
- 10. ISIDRO L. AVENDANO
- 11. JANICE MARIE S. DIEZ

1137 Dona Cecilia Street, Sta. Cecilia Subdivision  
Gusa, Cagayan de Oro

No. 24 Dalandan Street, Gen. Santos City

14 Avelino Street, Xavierville, Loyola, Quezon City

48-K 1<sup>st</sup> Kamuning Street, Quezon City

13 Garnet Street, Fairview, Quezon City

302 Regency Park Town Homes, Santolan, Quezon City

No. 18 Mariner Street, Dona Vicenta Village,  
Davao City

No. 24 G. Felipe Street, San Francisco del Monte  
Quezon City

Cebu Doctor's College of Optometry, Cebu City

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SEVENTH: The ASSOCIATION shall be organized and operated in the public interest and for the enhancement, improvement, development and growth of the Optometry Profession and therefore no property, assets or earnings of the ASSOCIATION shall accrue to the benefit of any single individual or entity, whether foreign or domestic.

EIGHT: The ASSOCIATION shall be maintained by funds, including cash, stocks, real and personal properties, contributed by the incorporators and/or members, or by the revenues and income of such funds, properties, donations and contributions as the ASSOCIATION may from time to time receive and acquire by deed, grant, devise, bequest, gift or endowment from other persons, entities, foundations, by the government or the public, provided, however, that the contributions and donations from the public shall be subject to the provisions of existing laws.

NINTH: At least sixty percent (60%) of its gross income, as defined in the Revised National Internal Revenue Code, and unrestricted donations shall be utilized directly for the active conduct of the activities constituting the purposes for which the ASSOCIATION is organized and operated.

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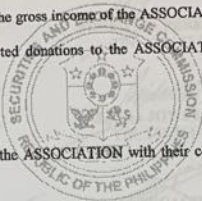
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Not more than thirty per cent (30%) of the gross income of the ASSOCIATION and not more than ten per cent (10%) of the unrestricted donations to the ASSOCIATION shall be devoted to general and administrative expenses.



TENTH: The present members of the ASSOCIATION with their contribution are the following:

| <u>Names</u>             | <u>Amount</u>   |
|--------------------------|-----------------|
| 1. CLARO M. CINCO        | P 1,000.00      |
| 2. PRIMITIVA PEREZ SISON | 1,000.00        |
| 3. VIC H. CINCO          | 1,000.00        |
| 4. BELINDA JOY DEL NORTE | 1,000.00        |
| 5. CYNTHIA V. DEL MUNDO  | 1,000.00        |
| 6. JESSE B. CAGUIOA      | 1,000.00        |
| 7. ANTONIO F. JOSON, JR. | 1,000.00        |
| 8. EDUARDO S. SIPIN      | 1,000.00        |
| 9. LUIS O. CASAJE        | 1,000.00        |
| 10. ALEXIS S. JAMORA     | 1,000.00        |
| 11. ISIDRO L. AVENDANO   | 1,000.00        |
| 12. JANICE MARIE S. DIEZ | <u>1,000.00</u> |
| TOTAL                    | P 12,000.00     |

ELEVENTH: PRIMITIVA PEREZ-SISON has been elected by the Trustees or Governors as the Treasurer-in-Trust of the ASSOCIATION, to act as such until her successor is duly elected and qualified in accordance with the By-laws and that as such Treasurer-in-Trust, she has been authorized to receive donations, contributions, gifts, and other properties and income for and in behalf of the ASSOCIATION.

User Name: 6secexpressd

IN WITNESS WHEREOF, we have hereunto set our hands in the City of Manila, Philippines, this 19th day of July 1999/

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Page 2 of 15 pages

Verified by: L. ALDAY Date Issued:

OCT 11 2000

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*George Jimenez*

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*Claro M. Cinco*  
CLARO M. CINCO  
TIN: 106-116-607

*Vic H. Cinco*  
VIC H. CINCO  
TIN: 114-724-616

*Cynthia Del Mundo*  
CYNTHIA DEL MUNDO  
TIN: 134-830-966

*Antonio F. Josen, Jr*  
ANTONIO F. JOSON, JR  
TIN: 110-631-908

*Luis O Casate*  
LUIS O CASATE  
TIN: C-2242-BO-133-A3

*Isidro L. Avendaño*  
ISIDRO L. AVENDAÑO  
TIN: 135-480-235

*Primitiva Perez-Sison*  
PRIMITIVA PEREZ-SISON  
TIN: 100-187-591

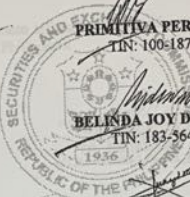
*Belinda Joy del Norte*  
BELINDA JOY DEL NORTE  
TIN: 183-364-598

*Jesse Caguioa*  
JESSE CAGUIOA  
TIN: 119-846-184

*Eduardo S. Sipin*  
EDUARDO S. SIPIN  
TIN: 114-515-159

*Alexis S. Jamora*  
ALEXIS S. JAMORA  
TIN: 102-668-585

*Janice Marie S. Diez*  
JANICE MARIE S. DIEZ  
TIN: 200-694-815



### ACKNOWLEDGMENT

Republic of the Philippines)  
MORAZON CITY.....) S.S.

BEFORE ME, a NOTARY PUBLIC, personally appeared:

| <u>Names</u>          | <u>Community Tax Certificate No.</u> | <u>Date/Place of Issue</u>  |
|-----------------------|--------------------------------------|-----------------------------|
| Claro M. Cinco        | 028211476                            | 04/05/99, Cebu City         |
| Primitiva Perez-Sison | 19958026                             | 01/11/99, Makati City       |
| Vic. H. Cinco         | 16546672                             | 01/19/99, Cag. De Oro City  |
| Belinda Joy del Norte | 13725325                             | 03/01/99, Gen. Santos City  |
| Cynthia V. del Mundo  | 0882711                              | 04/08/99, Quezon City       |
| Jesse B. Caguioa      | 9561268                              | 04/04/99, Manila            |
| Antonio F. Josen, Jr. | 00602071                             | 01/04/99, Manila            |
| Eduardo S. Sipin      | 16470294                             | 01/20/99, Vigan, Ilocos Sur |
| Luis O. Casate        | 01408018                             | 01/09/99, Makati City       |
| Alexis S. Jamora      | 15956970                             | 01/04/99, Davao City        |
| Isidro L. Avendaño    | 01575056                             | 03/03/99, Quezon City       |
| Janice Marie S. Diez  | 02810189                             | 03/03/99, Cebu City         |

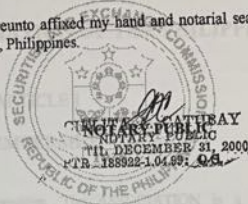
all known to me and known to me to be the same persons who executed the foregoing Articles of Incorporation, consisting of seven (7) pages with each and every page being duly signed and they acknowledged to me that the same is their free and voluntary act and deed.

Page 8 of 15 pages  
Notarified by L. ALDAY Date Issued: OCT 01 2018



BY-LAWS OF

IN WITNESS WHEREOF, I have hereunto affixed my hand and notarial seal this  
day of AUG 06 1999, in the City of Cebu, Philippines.



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Page No. 57  
Book No. 19  
Series of 1999

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Section 2. **Membership.** Any group of at least five (5) licensed occupations having their principal place of practice or residence in a province or highly urbanized city can organize a local society, and apply for affiliation or membership with the ASSOCIATION, provided, that only one local society from each province or highly urbanized city is entitled to be admitted as a member of the ASSOCIATION.

Section 3. **Qualification For Membership.** Any local society, which subscribes to the aims, objectives, purposes and mission of ASSOCIATION is qualified to become a member of the ASSOCIATION. The Board of Trustees or Governors may add other qualifications if may deem fit and necessary, including, but not limited to, the imposition of entrance fees or contributions.

Section 4. **Procedure For Admission Of Member Societies.** Any local society desiring of joining or affiliating with the ASSOCIATION must file a written application to the Board of Trustees or Governors. The Board of Trustees or Governors may prescribe the specific procedure for the application, the consideration of each application and the acceptance of said application. Each local society may become a member of the ASSOCIATION by a majority vote of all the members of the Board of Trustees or Governors.

Section 5. **Special Membership.** The original incorporators, whose names appear in the Articles of Incorporation of the ASSOCIATION, are considered honorary membership in the ASSOCIATION and shall be called Special Members. However, they shall have no other rights, privileges and powers unless if they become members of the House of Delegates and the Board of Trustees or Governors in accordance with the provisions of this By-Laws. No other person or entity shall be granted honorary or special membership in the ASSOCIATION.

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LOCAL SOCIETIES

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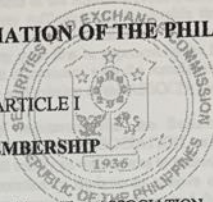
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BY-LAWS OF  
OPTOMETRIC ASSOCIATION OF THE PHILIPPINES, INC.

ARTICLE I  
MEMBERSHIP



Section 1. Membership Composition. The ASSOCIATION is a federation of independent and autonomous local societies of licensed optometrists. Thus, membership in the ASSOCIATION is open to all local societies of licensed optometrists duly accepted in accordance with this By-laws.

Section 2. Local Societies. Any group of at least five (5) licensed optometrists having their principal place of practice or residence in a province or highly urbanized city can organize a local society, and apply for affiliation or membership with the ASSOCIATION, provided, that only one local society from each province or highly urbanized city is entitled to be admitted as a member of the ASSOCIATION.

Section 3. Qualifications For Membership. Any local society, which subscribes to the ideals, objectives, purposes and mission of ASSOCIATION is qualified to become a member of the ASSOCIATION. The Board of Trustees or Governors may add other qualifications it may deem fit and necessary, including, but not limited, to the imposition of entrance fees or contributions.

Section 4. Procedure For Acceptance Of Member-Societies. Any local society desirous of joining or affiliating with the ASSOCIATION must file a written application to the Board of Trustees or Governors. The Board of Trustees or Governors may prescribe the specific procedure for the application, the consideration of such application and the acceptance of said application. Such local society may become a member of the ASSOCIATION by a majority vote of all the members of the Board of Trustees or Governors.

Section 5. Special Members. The original Incorporators, whose names appear in the Articles of Incorporation of the ASSOCIATION, are conferred honorary membership in the ASSOCIATION and shall be called Special Members. However, they shall have no others rights, privileges and powers except if they become members of the House of Delegates and the Board of Trustees or Governors in accordance with the provisions of this By-laws. No other person or entity shall be granted honorary or special membership in the ASSOCIATION.

ARTICLE II  
LOCAL SOCIETIES

Section 1. Autonomy. A member local society shall enjoy fiscal and operational autonomy. It shall register itself with the Securities and Exchange Commission as a separate association, with its own Articles of Incorporation and By-laws, provided no provision of its Articles of Incorporation or By-laws shall be inconsistent with the Articles of Incorporation or By-laws of the ASSOCIATION.

Section 2. Articles of Incorporation And By-laws Of Local Societies. If a local society has not yet registered itself, as a separate and distinct entity, with the Securities and Exchange

Page 15 of 19  
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*Italy ymura*

*Opeta D.*

*Lawrence C. Santos*

*Wendy*

*Edmund*

*[Handwritten initials]*

*President, M*

*Joe Siga*

*[Handwritten initials]*

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Commission, before its admission as a member of the ASSOCIATION, the Board of Trustees or Governors shall afford the said local society sufficient and reasonable time within which to register itself with the Securities and Exchange Commission, provided the Articles of Incorporation or By-laws of said local society must first be approved by the Board of Trustees or Governors, to ensure no provision therein is inconsistent with the Articles of Incorporation, this By-laws and the ideals, objectives, purposes and mission of the ASSOCIATION.

For local societies, already duly registered with the Securities and Exchange Commission, prior to its acceptance as member of the ASSOCIATION, said local society, as a condition for its acceptance as member, shall certify its willingness to amend, within a sufficient and reasonable time, its Articles of Incorporation or By-laws to remove or amend provisions therein inconsistent with the Articles of Incorporation, this By-laws and the ideals, objectives, purposes and mission of the ASSOCIATION.

**Section 3. Rights of Member-Societies.** A member-society shall have the following rights:

- a.) To be represented by its President and other delegates, if entitled to more than one Delegate in accordance with the provisions of this By-laws, or their duly authorized representatives, in the House of Delegates;
- b.) To have any of its member elected or appointed to any office or position in the ASSOCIATION;
- c.) To avail of the facilities and expertise of the ASSOCIATION in the implementation of its projects and programs;
- d.) To appoint a representative to examine all the records and books of the ASSOCIATION during business hours;
- e.) All other rights that it is entitled to exercise as a duly organized and registered independent and autonomous society;

**Section 4. Duties And Responsibilities Of Member-Societies.** A member-society shall have the following duties and responsibilities:

- a.) To obey and comply with this By-laws, rules and regulations that may be promulgated by the Board of Trustees or Governors or the House of Delegates;
- b.) To uphold the ideals, objectives, purposes and mission of the ASSOCIATION;
- c.) To be represented in the House of Delegates in all its annual or special meetings;
- d.) To carry on and implement the programs and projects of the House of Delegates and the Board of Trustees or Governors;
- e.) To pay and remit, on time, the annual dues and other assessments due from their society;

**Section 5. Non-transferability Of Membership.** Membership and all rights arising therefrom shall be non-transferable.

**Section 6. Local Society Activities.** As independent and autonomous associations of licensed optometrists, each local society may plan and implement its own programs, activities and projects in the furtherance of either, its own objectives and purposes or that of the ASSOCIATION. It may seek the assistance and advise of the ASSOCIATION for technical and scientific expertise in the implementation of its programs, activities and projects.

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Page 1 of 25 pages

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User Name: useccx@secc.org

ARTICLE III

SUSPENSION AND TERMINATION OF MEMBERSHIP



**Section 1. Suspension Or Termination Of Membership.** The rights and privileges of a member-society may be suspended or its membership in the ASSOCIATION terminated, upon the majority vote of all the members of the Board of Trustees or Governors, in a meeting duly called for the purpose, for any of the following causes:

- Violation of these By-laws and policies of the ASSOCIATION and the duly promulgated rules and regulations;
- Commission of acts or engaging in activities, inimical or prejudicial to the reputation, interest and existence of the ASSOCIATION and to the optometric profession, in general;
- Commission of acts inimical to the ideals and interest of the optometric profession;
- Non-payment of dues and special assessments;

The Board of Trustees or Governors may create a committee to handle the investigation of any complaint or charge against a member-society. The rights of procedural due process shall at all times be respected. Said committee shall make a report and make appropriate recommendations to the Board of Trustees or Governors upon conclusion of its investigation.

**Section 2. Reinstatement.** A society-member whose membership or affiliation was terminated could be reinstated on such grounds as may be determined by the Board of Trustees or Governors and upon two-thirds (2/3) vote of all the members of the Board of Trustees or Governors in a meeting to be called for the purpose.

ARTICLE IV

DUES

**Section 1. Annual Dues.** On or before the 30th day of June of each year, the member-society or association shall remit to the Treasurer of the ASSOCIATION the annual membership dues of their society.

Annual membership dues payable by each local society to the ASSOCIATION shall be based on the number of their members at the rate of Five Hundred Pesos (P 500.00) per licensed optometrist-member per annum. The House of Delegates, in session assembled, may increase or modify the annual membership dues.

**Section 2. Special Assessments.** The Board of Trustees or Governors may impose special assessments to the member-society, based on the number of its own individual members, to defray special and/or non-recurring expenses. Non-payment or non-remittance of any duly approved special assessment shall be a ground for the suspension or termination of membership.

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Page 2 of 2

Verified by L. ALDAY Issued 2019

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ARTICLE V

HOUSE OF DELEGATES

Section 1. Composition Of The House. The ASSOCIATION shall have a House of Delegates composed of the Presidents of all member-societies and the additional Delegates the member-societies may be entitled in accordance with the provisions of Section 2 hereof. Any Delegate may be represented in any annual or special meeting of the House by a duly designated representative

Section 2. Additional Delegates. A member-society shall be entitled to an additional Delegate for every fifty (50) members in excess of the first fifty (50) members.

Section 3. Powers Of The House. The House of Delegates shall be the supreme body of the ASSOCIATION, and shall assume the rights, as well as the duties and responsibilities of members in an association under the Corporation Code of the Philippines. It shall ~~concern~~ **concern** on matters with the Board of Trustees or Governors in this By-laws as required under the Code.

Section 4. Annual Meeting. The House of Delegates shall, on the last Saturday of April of each year, meet in session assembled to meet in an annual meeting, to elect the members of the Board of Trustees or Governors and to consider such matters as within its competence. The Board of Trustees or Governors may call the House to a special meeting if so warranted by the circumstances. The Board of Trustees or Governors may set the place of any meeting of the House anywhere in the Philippines.

Section 5. Presiding Officer; Secretary. The President of the ASSOCIATION shall be the Presiding Officer of the meetings of the House of Delegates. The Secretary of the ASSOCIATION shall be the Secretary of all meetings of the House of Delegates.

Section 6. Order Of Business. In all annual meetings of the House of Delegates, the order of business shall, as far as practicable, be as follows:

- a) Call of the meeting to order by the Presiding Officer,
- b) Roll call and determination of quorum to be done by the Secretary;
- c) Approval of the minutes of the last meeting of the House of Delegates;
- d) Report of the outgoing President;
- e) Report of the Treasurer;
- f) Businesses calendared for consideration;
- g) Convening of the election committee, to supervise and conduct the elections for the members of the Board of Trustees or Governors and the elections of the Vice-President, Secretary and Treasurer;
- h) Elections for the members of the Board of Trustees or Governors;
- i) Elections of the Vice-President, Secretary and Treasurer;
- j) Other matters;
- k) Adjournment.

Section 7. Quorum And Voting Rights. The House of Delegates shall have a quorum to do business if at least 50% plus one of its members are present. Each Delegate shall have one vote.

Section 8. Minutes. Minutes of all meetings of the House of Delegates shall be kept and carefully preserved as record of the business transacted at such meetings. The minutes shall contain such entries as may be required by law. The Secretary shall take the minutes of the meeting.

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Page 13 of 5  
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Section 9. Duties Of The Delegates. The Delegates shall attend every annual or special meeting, participate in the proceedings of the meeting and make reports of the meetings to their respective societies.

ARTICLE VI

THE BOARD OF TRUSTEES OR GOVERNORS

Section 1. The Board Of Trustees Or Governors. The corporate powers of the ASSOCIATION shall be exercised, its business conducted, and its property controlled and administered by a Board of Trustees, to be called the Board of Governors, who shall be elected in the manner provided in this By-laws.

Section 2. Composition Of The Board. The Board of Trustees or Governors shall be composed of the President and ten (10) Trustees or Governors to be elected by region, in the manner provided in Section 5 hereof, from the eight (8) regions delineated in Section 4 hereof on the basis of one (1) Trustee or Governor for each region, except the Metro Manila Region, which shall be entitled to three (3) Trustees or Governors.

Section 3. Term Of Office. The members of the Board of Trustees or Governors shall be elected to serve a one (1) year term of office. The term of office of the members of the Board shall immediately commence upon their election and they shall continue to hold office until their successors shall have been duly elected and qualified in the next annual meeting of the House of Delegates.

Section 4. Regions. The Philippines is hereby divided into eight (8) regions for purposes of electing a Trustee or Governor, as follows:

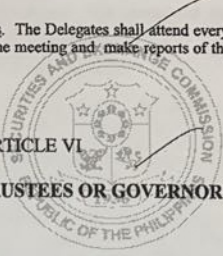
**Region I - Northern and Central Luzon Region** - The provinces of Abra, Apayao, Bataan, Batanes, Benguet, Bulacan, Cagayan, Ifugao, Ilocos Norte, Ilocos Sur, Isabela, Kalinga, La Union, Mountain Province, Nueva Ecija, Nueva Viscaya, Pampanga, Pangasinan, Quirino, Tarlac, Zambales and all highly urbanized cities within the territorial jurisdiction of the aforesaid provinces;

**Region II - Metro Manila Region** - The Cities of Manila, Quezon, Pasay, Kalookan, Mandaluyong, Makati, Muntinlupa, Paranaque, and Pasig, and the Municipalities of San Juan, Valenzuela, Navotas, Las Pinas, Malabon and Taguig;

**Region III - Southern Luzon Region** - The provinces of Aurora, Batangas, Cavite, Laguna, Marinduque, Occidental Mindoro, Oriental Mindoro, Palawan, Quezon, Rizal and Romblon and all highly urbanized cities within the territorial jurisdiction of the aforesaid provinces;

**Region IV - Bicol Region** - The provinces of Albay, Camarines Norte, Camarines Sur, Catanduanes, Masbate, and Sorsogon;

**Region V - Eastern Visayas Region** - The provinces of Biliran, Bohol, Cebu, Eastern Samar, Leyte, Northern Samar, Samar and Southern Leyte and all the highly urbanized cities within the territorial jurisdiction of the aforesaid provinces;



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Region VI - Western Visayas Region - The provinces of Aklan, Antique, Capiz, Guimaras, Iloilo, Negros Occidental, Negros Oriental and Siquijor and all the highly urbanized cities within the territorial jurisdiction of the aforesaid provinces;

Region VII - Northern Mindanao Region - The provinces of Agusan del Norte, Agusan del Sur, Bukidnon, Camiguin, Lanao del Norte, Lanao del Sur, Misamis Occidental, Misamis Oriental, Surigao del Norte and Surigao del Sur and all the highly urbanized cities within the territorial jurisdiction of the aforesaid provinces;

Region VIII - Southern Mindanao Region - The cities of Davao, Gen. Santos and Zamboanga and the provinces of Basilan, Cotabato, Compostela Valley, Davao del Norte, Davao del Sur, Davao Oriental, Maguindanao, Northern Cotabato, Sarangani, Sultan Kudarat, Sulu, Tawi-tawi, Zamboanga del Norte and Zamboanga del Sur and all the other highly urbanized cities within the territorial jurisdiction of the aforesaid provinces.

In the event of the creation of a new province or the declaration of a highly urbanized city, the Board of Trustees or Governors shall determine the region to which said province or city shall belong, as well as the provinces not mentioned herein.

Section 5. Election Of The Members Of The Board. The Delegates of a region, as delineated in Section 4 hereof, during their annual meeting, shall meet separately to elect from among themselves, in a secret ballot, one (1) Trustee or Governor, to represent their region in the Board of Trustees or Governors, except that of the Metro Manila region, which shall elect three (3) members to the Board of Trustees or Governors.

Section 6. Powers And Functions Of The Board. Aside from the powers and functions delegated to a Board of Trustees under the Corporation Code of the Philippines, and those entrusted to it elsewhere in this By-laws, the Board of Trustees or Governors, shall settle any dispute as to the interpretation of this By-laws or any policy, rule or regulation duly promulgated by it or the House of Delegates or to settle any dispute among and between member-societies. It shall, without limiting the general powers conferred in this By-laws and the laws of the Philippines, have the following express powers:

- a.) To create such committees as may be necessary to conduct the affairs of the ASSOCIATION;
- b.) To purchase or otherwise acquire for the ASSOCIATION, rights or privileges which the ASSOCIATION is authorized to acquire, at such price and on such terms and conditions, and for such consideration as it shall, from time to time, see fit;
- c.) To pay for any property or rights acquired by the ASSOCIATION or to discharge obligations of the ASSOCIATION, either wholly or partially, in money or in stocks, bonds, debentures or other securities of the ASSOCIATION;
- d.) To borrow money for the ASSOCIATION and for such purpose, to create, make and issue mortgages, bonds, deeds of trust and negotiable instruments or securities, secured by mortgage or pledge of property belonging to the ASSOCIATION, provided that, the proper officers of the ASSOCIATION, are empowered by this By-laws, unless expressly limited by the Board of Trustees or Governors;
- e.) To delegate from time to time, any power of the board which may be lawfully delegated, in the course of the

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current business of the ASSOCIATION, to any standing or special committee of the ASSOCIATION or to any officer or agent, and to appoint any person or persons to be an agent or agents of the ASSOCIATION with such powers and upon such terms as the Board may deem fit; and, in particular, the Board may create an Executive Committee, composed of not less than three (3) members but not more than five (5) members of the Board, to be appointed by the Board. The Executive Committee shall be empowered to approve and/or implement corporate acts requiring Board action when the Board is not in session, except with respect to: (1) approval of any action which require the approval of the House of Delegates; (2) the filing of vacancies in the Board; (3) the amendment or repeal of these By-laws or the adoption of a new by-laws; (4) the interpretation of these By-laws and the settlement of disputes between and among member-societies

*Henry James*

**Section 7. Meetings And Quorum.** The Board of Trustees or Governors shall meet regularly once a month, on such date and such time and place as it shall designate. Special meetings may be called by the President. Six (6) members of the Board shall constitute a quorum to transact business.

**Section 8. Minutes.** Minutes of all the meetings of the Board shall be kept and carefully preserved as a record of the business transacted at such meeting. The minutes shall contain such entries as may be required by law. The Secretary shall record the minutes of the meetings of the Board.

**Section 9. Removal.** Subject to the provisions of the Corporation Code of the Philippines, a Trustee or Governor may be removed from office by a two-thirds (2/3) vote of all the members of the House of Delegates, provided that such removal shall take place at a meeting duly called for the purpose, after previous notice to the Trustee or Governor concerned of the intention to propose such removal at the meeting. The vacancy resulting from the removal shall be filled by election at the same meeting without further notice, to be participated only by the members of the House of Delegates coming from the region where such removed Trustee or Governor comes from.

**Section 10. Vacancies.** In case of any vacancy in the office of Trustee or Governor for whatever cause, the members of the House of Delegates from the region of the outgoing Trustee or Governor, shall by majority vote, elect a successor from among themselves to serve as Trustee or Governor for the unexpired portion of the term. The Board of Trustees or Governors shall schedule the place, time and date of the election, provided it shall be held at any place within the region of the outgoing Trustee or Governor.

**Section 11. Compensation.** The Trustees or Governors shall not receive any salary for their services as such. However, reasonable expenses for the attendance at regular or special meetings of the Board may be subsidized or provided when authorized by resolution of the members of the House of Delegates. Actual and necessary traveling and other reasonable expenses of the Trustees while engaged in the administration of the ASSOCIATION or when representing the ASSOCIATION in meetings and conventions outside of the Philippines shall be allowed when authorized by the Board.

ARTICLE VII

EXECUTIVE OFFICERS

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**Section 1. Executive Officers.** The executive officers of the ASSOCIATION shall be a President, Vice-President, Treasurer and the Secretary. Except for the office of the President, which shall be filled by the automatic assumption by the Vice-President upon the expiration of the term of office of the incumbent President, the executive officers shall be elected by a majority vote of all the members of the Board of Trustees or Governors. They shall hold office for a term of one year and until their successors shall have been elected and duly qualified.

Except for the President, which shall be filled by the automatic assumption of the outgoing Vice-President, the executive officers, including, the incoming Vice-President shall be elected by each new Board of Trustees or Governors immediately after the election of the members of the said Board.

The executive officers shall be removed only by a two-thirds (2/3) vote of the House of Delegates.

The Board of Trustees or Governors may elect a new officer to fill up a vacancy in a meeting duly called for the purpose and any officer elected by the Board of Trustees or Governors to replace an incumbent officer shall serve only the unexpired portion of the outgoing officer's term of office and until his successor is elected and duly qualified.

**Section 2. President.** The President shall serve as Chairman and Presiding Officer of the Board of Trustees or Governors. He shall also be the Chief Executive Officer of the ASSOCIATION. In addition to such duties as may be delegated to him by the Board of Trustees or Governors, he shall preside at all meetings of the Board and of the House of Delegates. He shall execute all resolutions of the Board. He shall have general supervision of the affairs and property of the ASSOCIATION and over its several officers and employees. He shall submit to the Board as soon as possible after the close of each fiscal year or at the end of his term of office, and to the House of Delegates at their annual meeting, a complete report of the operations, activities and programs of the ASSOCIATION for the preceding year.

**Section 3. Vice-President.** The Vice-President shall act as President in case of inability, sickness, absence or temporary or permanent disability of the President. He shall have such powers and perform such duties as the Board of Trustees or Governors or the President may from time to time assign to him. The Vice-President shall automatically assume the office of the President upon the expiration of the incumbent's term of office. He shall also automatically assume the office of the President, in case of the latter' permanent vacancy, without prejudice to his regular term as President in the succeeding fiscal year. The Vice-President must have been elected member of the Board of Trustees or Governors to be qualified for election as Vice-President.

**Section 4. Secretary.** The Secretary must be a Filipino Citizen and a resident of the Philippines. He shall keep the minutes of all meetings of the Board of Trustees or Governors and of the House of Delegates, as well as the meetings of all committees, in a book kept for that purpose. He shall keep the seal of the ASSOCIATION and when authorized by the Board of Trustees or Governors to affix such seal to any paper or instrument requiring the same. The Secretary must have been elected member of the Board of Trustees or Governors to be qualified for election as Secretary.

**Section 5. Treasurer.** The Treasurer shall have the charge of the funds, receipts and disbursements of the ASSOCIATION. He shall deposit all money and other valuables of the ASSOCIATION in such bank or banks as the Board of Trustees or Governors may designate. He shall render to the President or to the Board of Trustees or Governors whenever required an account of the financial condition of the ASSOCIATION of all transactions made by him as Treasurer. He shall keep correct books of accounts of all transactions of the ASSOCIATION. All checks paid out or indorsed by the ASSOCIATION shall be signed by the Treasurer countersigned by the President. He shall be bonded with such sureties as the Board may determine. The Treasurer must have been elected member of the Board of Trustees or Governors to be qualified for election as Treasurer.

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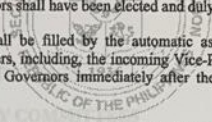
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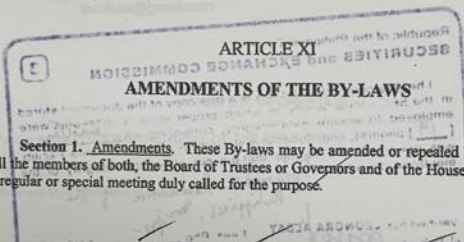
Section 2. Committee On Liquidation. In the event of dissolution for any reason whatsoever, there shall be created a Committee on Liquidation composed of three (3) members who shall be in charge of gathering all the assets, paying all the obligations of the ASSOCIATION and thereafter divided the remaining assets or donate the same to charitable or religious organizations.



ARTICLE X

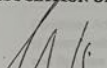
FISCAL YEAR


Section 1. Fiscal Year. The fiscal year of the ASSOCIATION shall be from the first day of July to the last day of June.

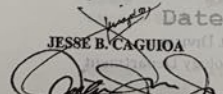


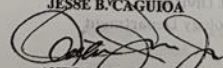
Section 1. Amendments. These By-laws may be amended or repealed by the majority of all the members of both, the Board of Trustees or Governors and of the House of Delegates at any regular or special meeting duly called for the purpose.

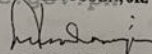
ADOPTED this 19th day of July 1999 in the City of Manila, Philippines, by the affirmative vote of all of the undersigned incorporators of the OPTOMETRIC ASSOCIATION OF THE PHILIPPINES in a special meeting duly held for the purpose.

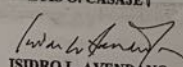
  
CLARO M. CINCO

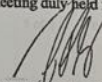
  
VIC H. CINCO

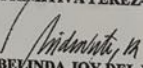
  
JESSE B. CAGUIOA

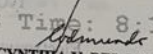
  
ANTONIO E. JOSON, JR.

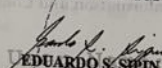
  
LUIS O. CASAJE

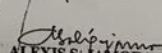
  
ISIDRO L. AVENDANO


  
PRIMITIVA PEREZ-SISON

  
BELINDA JOY DEL NORTE

  
CYNTHIA V. DEL MUNDO

  
EDUARDO S. SPIN

  
ALEXIS SJAMORA

  
JANICE MARIE S. DIEZ



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GENERAL INFORMATION SHEET (GIS)  
NON-STOCK CORPORATION  
FOR THE YEAR 2018

**GENERAL INSTRUCTIONS:**

- FOR USER CORPORATION: THIS GIS SHALL BE SUBMITTED WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THE ANNUAL MEMBERS' MEETING AS STATED IN THE BY-LAWS. DO NOT LEAVE ANY ITEM BLANK. WRITE "N/A" IF THE INFORMATION REQUIRED IS NOT APPLICABLE TO THE CORPORATION OR "NONE" IF THE INFORMATION IS NON-EXISTENT IF THE ANNUAL MEMBERS' MEETING IS HELD ON A DATE OTHER THAN THAT STATED IN THE BY-LAWS, THE GIS SHALL BE SUBMITTED WITHIN THIRTY (30) CALENDAR DAYS FROM THE ACTUAL DATE OF THE ANNUAL MEMBERS' MEETING.
- IF NO MEETING IS HELD, THE CORPORATION SHALL SUBMIT THE GIS NOT LATER THAN JANUARY 30 OF THE FOLLOWING YEAR. HOWEVER, SHOULD AN ANNUAL MEMBERS' MEETING BE HELD THEREAFTER, A NEW GIS SHALL BE SUBMITTED FILED.
- THIS GIS SHALL BE ACCOMPLISHED IN ENGLISH AND CERTIFIED AND SWORN TO BY THE CORPORATE SECRETARY OF THE CORPORATION.
- ALL CHANGES ARISING BETWEEN ANNUAL MEETINGS AND AFFECTING THE INFORMATION STATED IN THE GIS, SUCH AS THE DEATH, RESIGNATION OR CESSATION OF HOLDING OF OFFICE OF A DIRECTOR, TRUSTEE, OR OFFICER, SHALL BE REFLECTED IN AN AMENDED GIS LABELED AS SUCH AND THE CHANGES CLEARLY HIGHLIGHTED. THE AMENDED GIS SHALL BE SUBMITTED WITHIN THIRTY (30) DAYS AFTER SUCH CHANGES OCCURRED OR BECAME EFFECTIVE.
- SUBMIT FOUR (4) COPIES OF THE GIS TO THE CENTRAL RECEIVING SECTION, GROUND FLOOR, SEC BLDG., EDSA, MANDALUYONG CITY. ALL COPIES SHALL BE ON A4 OR LETTER-SIZE PAPER WITH THE STANDARD COVER SHEET. THE PAGES OF ALL COPIES SHALL USE ONLY ONE SIDE. CORPORATIONS SUBMITTING A SOFT COPY OF THEIR GIS SHALL SUBMIT THREE (3) HARD COPIES OF THE GIS, TOGETHER WITH A CERTIFICATION UNDER OATH BY ITS PRESIDENT, CHIEF EXECUTIVE OFFICER, OR CORPORATE SECRETARY THAT THE SOFT COPY CONTAINS THE EXACT DATA IN THE HARD COPIES.
- ONLY THE GIS ACCOMPLISHED IN ACCORDANCE WITH THESE INSTRUCTIONS SHALL BE CONSIDERED AS COMPLIANT WITH EXISTING RULES AND REGULATIONS.
- THIS GIS MAY BE USED AS EVIDENCE AGAINST THE CORPORATION AND ITS RESPONSIBLE DIRECTORS/TRUSTEES/OFFICERS FOR ANY VIOLATION OF EXISTING LAWS, RULES AND REGULATIONS.

PLEASE PRINT LEGIBLY

|   |  |   |                              |
|---|--|---|------------------------------|
| CORPORATE NAME:                                     | OPTOMETRIC ASSOCIATION OF THE PHILIPPINES, INC.  | DATE REGISTERED:  | 5/180                        |
| BUSINESS/TRADE NAME:                                | OPTOMETRIC ASSOCIATION OF THE PHILIPPINES, INC.  | FISCAL YEAR END:  | June 30                      |
| SEC REGISTRATION NUMBER:                            | A199912536   | CORPORATE TAX IDENTIFICATION NUMBER (TIN):  |                              |
| DATE OF ANNUAL MEETING PER BY-LAWS:                 | LAST SATURDAY OF APRIL OF EACH YEAR  | WEBSITE/URL ADDRESS:  | www.oap.com.ph               |
| DATE OF ACTUAL MEETING:                             | May 02   | EMAIL ADDRESS:  | naiconcso@gmail.com          |
| COMPLETE PRINCIPAL OFFICE ADDRESS:                  | Suite 905 Medical Plaza Makati, Amorsolo cor. Dela Rosa Sts., Legaspi Village, Makati City 1229  | TELEPHONE NUMBER(S):  | (02) 813.3482; (02) 894.0625 |
| COMPLETE BUSINESS ADDRESS:                          | Suite 905 Medical Plaza Makati, Amorsolo cor. Dela Rosa Sts., Legaspi Village, Makati City 1229  | FAX NUMBER(S):  |                              |
| PRIMARY PURPOSE ENGAGED IN:                         | TO IMPROVE THE EYE/VISION CARE FOR FILIPINOS AND PHILIPPINE RESIDENTS BY HELPING ITS MEMBERS PRACTICE WITH THE HIGHEST STANDARDS OF ETHICS, PROFESSIONALISM, PATIENT CARE AND EFFICIENCY; AND IMPROVE OPPORTUNITIES FOR MEMBERS TO ENHANCE THEIR KNOWLEDGE AND SKILLS AND TO KEEP ABREAST WITH EDUCATIONAL AND TECHNICAL DEVELOPMENTS. |   |                              |
| NAME OF EXTERNAL AUDITOR & SIGNING PARTNER:         | NA   | SEC ACCREDITATION NUMBER:   | TELEPHONE NUMBER(S):         |
| IF ENGAGED IN MICROFINANCE BUSINESS, CHECK SERVICES | <input type="checkbox"/> Insurance Products<br><input type="checkbox"/> Loans<br><input type="checkbox"/> Money Transfer<br><input type="checkbox"/> Payment Services<br><input type="checkbox"/> Others   |   |                              |
| WWW.Docs.gov.ph                                     | Industry Classification Code   | TO BE FILLED UP BY SEC PERSONNEL:<br>NATIONAL GEOGRAPHICAL CLASSIFICATION CODE (NGC): |                              |

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Page 2 of 6 pages  
Verified by L. ALDAY Date 08/01/2018

## GENERAL INFORMATION SHEET

NON-STOCK CORPORATION

PLEASE PRINT LEGIBLY

Corporate Name: \_\_\_\_\_

A. Is the Corporation a covered person under the Anti Money Laundering Act (AMLA), as amended? (Rep. Acts. 9160/9164/10167/10385)  Yes  No

Please check the appropriate box:

1.

- a. Banks
- b. Offshore Banking Units
- c. Quasi-Banks
- d. Trust Entities
- e. Non-Stock Savings and Loan Associations
- f. Pawnshops
- g. Foreign Exchange Dealers
- h. Money Changers
- i. Remittance Agents
- j. Electronic Money Issuers
- k. Financial Institutions which Under Special Laws are subject to Bangko Sentral ng Pilipinas' (BSP) supervision and/or regulation, including their subsidiaries and affiliates.

Jewelry dealers in precious metals, who, as a business, trade in precious metals

Jewelry dealers in precious stones, who, as a business, trade in precious stone

6. Company service providers which, as a business, provide any of the following services to third parties:

2.

- a. Insurance Companies
- b. Insurance Agents
- c. Insurance Brokers
- d. Professional Reinsurers
- e. Reinsurance Brokers
- f. Holding Companies
- g. Holding Company Systems
- h. Pre-need Companies
- i. Mutual Benefit Association
- j. All Other Persons and entities supervised and/or regulated by the Insurance Commission (IC)

a. acting as a formation agent of juridical persons

b. acting as (or arranging for another person to act as) a director or corporate secretary of a company, a partner of a partnership, or a similar position in relation to other juridical persons

c. providing a registered office, business address or accommodation, correspondence or administrative address for a company, a partnership or any other legal person or arrangement

d. acting as (or arranging for another person to act as) a nominee shareholder for another person

3.

- a. Securities Dealers
- b. Securities Brokers
- c. Securities Salesman
- d. Investment Houses
- e. Investment Agents and Consultants
- f. Trading Advisors
- g. Other entities managing Securities or rendering similar services
- h. Mutual Funds or Open-end Investment Companies
- i. Close-end Investment Companies
- j. Common Trust Funds or Issuers and other similar entities
- k. Transfer Companies and other similar entities
- l. Other entities administering or otherwise dealing in currency, commodities or financial derivatives based there on
- m. Entities administering of otherwise dealing in valuable objects
- n. Entities administering or otherwise dealing in cash Substitutes and other similar monetary instruments or property supervised and/or regulated by the Securities and Exchange Commission (SEC)

7. Persons who provide any of the following services:

a. managing of client money, securities or other assets

b. management of bank, savings or securities accounts

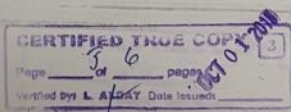
c. organization of contributions for the creation, operation or management of companies

d. creation, operation or management of juridical persons or arrangements, and buying and selling business entities

None of the above

Describe nature of business: \_\_\_\_\_

B. Has the Corporation complied with the requirements on Customer Due Diligence (CDD) or Know Your Customer (KYC), record-keeping, and submission of reports under the AMLA, as amended, since the last filing of its GIS?  Yes  No *express*



**GENERAL INFORMATION SHEET**

NON-STOCK CORPORATION

PLEASE PRINT LEGIBLY

| CORPORATE NAME:   |             | DIRECTORS / OFFICERS |       |     |         |                 | TAX IDENTIFICATION NO. (TIN) FOR FILIPINOS AND FOREIGNERS |
|---|-------------|----------------------|-------|-----|---------|-----------------|---|
| NAME<br>CURRENT, COMPLETE RESIDENTIAL ADDRESS   | NATIONALITY | INCORPORATOR         | BOARD | SEX | OFFICER |                 |   |
| 1. CHRISTOPHER O. BUNIEL<br>Orillaneda St., Cantilan, Surigao del Sur                                   | Filipino    | N                    | C     | M   | PRE     | 920-071-577     |   |
| 2. JOHN PAUL C. LAM<br>926 Paday Road Makati City   | Filipino    | N                    | M     | M   | VP      | 241-531-793-000 |   |
| 3. JEHAN ZARAGOZA-ECHAVEZ<br>280 Macopa St., Violeta Village, Sta. Cruz, Gugumbo, Bulacan               | Filipino    | N                    | M     | F   | SEC     | 275-387-381-000 |   |
| 4. MELINA A. PEREZ<br>33 R. Mercado St., Poblacion, Sta. Maria, Bulacan                                 | Filipino    | N                    | M     | F   | TREAS   | 117-013-736     |   |
| 5. DOLLY VERAQUE-STARKEBURG<br>701 San Jose St., Brgy. Urduja, Butuan City                              | Filipino    | N                    | M     | F   | NA      | 190-252-437-000 |   |
| 6. ADEL A. CONCEPCION<br>704 Bgy. Pag-Asa, Binanganon, Rizal  | Filipino    | N                    | M     | M   | NA      | 137-243-222     |   |
| 7. RHEZA MARISSA BADON-TABASUARES<br>Slaughterhouse Road, Brgy. Baniad, Dumaguete City, Negros Oriental | Filipino    | N                    | M     | F   | NA      | 940-639-753-000 |   |
| 8. RHOMA MANGANEY-GONZALES<br>#3 Noble Bldg., Calderon St., Baguio City                                 | Filipino    | N                    | M     | F   | NA      | 216-168-170-000 |   |
| 9. EDMUND THOMAS S. JAMORA<br>248 Mayape St. Phase 3, Nov Tierra Village, Lanang, Davao City            | Filipino    | N                    | M     | M   | NA      | 917-380-096     |   |
| 10.   |             |                      |       |     |         |                 |   |
| 11.   |             |                      |       |     |         |                 |   |
| 12.   |             |                      |       |     |         |                 |   |
| 13.   |             |                      |       |     |         |                 |   |
| 14.   |             |                      |       |     |         |                 |   |
| 15.   |             |                      |       |     |         |                 |   |

**INSTRUCTIONS**  
 FOR THE COLUMN PUT "1" IF FEMALE, "N" IF NA  
 FOR INCORPORATOR COLUMN PUT "X" AN INCORPORATOR, "N" IF NOT  
 FOR BOARD COLUMN PUT "1" FOR CHAIRMAN, "N" FOR MEMBER  
 FOR OFFICER COLUMN, INDICATE PARTICULAR POSITION IF AN OFFICER (SUCH AS:  
 PRE-PRESIDENT CEO- CHIEF EXEC. OFFICER CFO- TREASURER  
 COO- CHIEF OPERATING OFFICER COI- CORPORATE SECRETARY SEC- LEGAL COUNSEL  
 AUD- EXTERNAL AUDITOR GOV- GOVERNMENT REPRESENTATIVE OTH- OTHERS N- NONE

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