

# REPUBLIC OF THE PHILIPPINES SECURITIES AND EXCHANGE COMMISSION

SEC Building, EDSA, Greenhills City of Mandaluyong, Metro Manila

COMPANY REG. NO. ASO92-00589

# CERTIFICATE OF FILING OF AMENDED BY-LAWS

#### KNOW ALL PERSONS BY THESE PRESENTS:

This is to certify that the Amended By-Laws of

# **GREENERGY HOLDINGS INCORPORATED**

copy annexed, adopted on June 27, 2013 by majority vote of the Board of Directors and on November 15, 2013 by the vote of the stockholders owning or representing at least two-thirds of the outstanding capital stock, and certified under oath by the Corporate Secretary and majority of the said Board was approved by the Commission on this date pursuant to the provisions of Section 48 of the Corporation Code of the Philippines Batas Pambansa Blg. 68, approved on May 1, 1980, and copies thereof are filed with the Commission.

IN WITNESS WHEREOF, I have set my hand and caused the seal of this Commission to be affixed to this Certificate at Mandaluyong City, Metro Manila, Philippines, this \_\_\_\_\_\_day of September, Twenty Fourteen.

FERDINAND B. SALES
Director
Company Registration and Monitoring Department



#### AMENDED BY-LAWS

OF

#### GREENERGY HOLDINGS INCORPORATED

#### **ARTICLE I**

### SUBSCRIPTION, ISSUANCE, AND TRANSFER OF SHARES

- **Section 1.** Subscriptions Subscribers to the capital stock of the corporation shall pay to the corporation the subscription value or price of the stock in accordance with the terms and conditions prescribed by the Board of Directors. Unpaid subscriptions shall not earn interest unless determined by the Board of Directors.
- **Section 2.** Certificates Each stockholder shall be entitled to one or more certificates of stock for such fully paid stock subscription in his name in the books of the corporation. The certificates shall contain the matters required by law and the Articles of Incorporation. They shall be in such form and design as may be determined by the Board of Directors and numbered consecutively. The certificate shall be signed by the President, manually countersigned by the Secretary or Assistant Secretary, and sealed with the corporate seal; provided, however, that where any such certificate is signed by a transfer agent and/or by a registrar, the signatures of the President and the Secretary or Assistant Secretary and the seal of the corporation upon such certificates may be facsimiles, printed or engrave.
- **Section 3.** Transfer of Shares Subject to the restrictions, terms and conditions contained in the Articles of Incorporation, shares may be transferred, sold, ceded, assigned or pledged by delivery of the certificates duly indorsed by the stockholder, his attorney-infact, or other legally authorized person. The transfer shall be valid and binding on the corporation only upon record thereof in the books of the corporation, cancellation of the certificate surrendered to the Secretary and issuance of a new certificate to the transferee.

No shares of stock against which corporation holds unpaid claim shall be transferable in the books of the corporation.

All certificates surrendered for transfer shall be stamped "Cancelled" on the face thereof, together with the date of cancellation, and attached to the corresponding stub of the certificate of book.

**Section 4.** Lost Certificates – In case any certificate for the capital stock of the corporation is lost, stolen, or destroyed, a new certificate may be issued in lieu thereof in accordance with the procedure prescribed under Section 73 of the Corporation Code.

#### ARTICLE II

#### MEETINGS OF STOCKHOLDERS

- **Section 1.** Regular meetings The regular meetings of stockholders for the purpose of electing directors and for the transaction of such business as may properly come before the meeting, shall be held at the principal office on the second Friday of June\_of each year; if legal holiday, then on the day following.
- **Section 2.** Special Meeting The special meetings of stockholders, for any purpose or purposes, may at any time be called by any of the following: (a) Board of Directors, at its own instance or at the written request of stockholders representing a majority of the outstanding capital stock, (b) President.
- **Section 3.** Place of Meeting Stockholders' meetings, whether regular or special, shall be held in the principal office of the corporation or at the place designated by the Board of directors in the city or municipality where the principal office of the corporation is located.
- **Section 4.** Notice of meeting Notices for regular or special meetings of stockholders may be sent by the Secretary by personal delivery, or by mail by facsimile transmission to each stockholder of record at his last known post office address or facsimile number, or by publication in a newspaper of general circulation within such period as may from time to time required by law or regulation. The notice shall be accompanied by the proxy or information statement and/or materials as may be required by law or regulation and state the place, date and hour of the meeting, and the purpose or purposes for which the meeting is called. In case of special meetings, only matters stated in the notice can be the subject of motions or deliberations at such meeting.

When the meeting of stockholders is adjourned to another time or place, it shall not be necessary to give any notice of the adjourned meeting if the time and place to which the meeting is adjourned are announced at the meeting at which the adjourned is taken. At the reconvened meeting, any business may be transacted that might have been transacted on the original date of the meeting.

- **Section 5.** Quorum Unless otherwise provided by law, in all regular or special meeting of stockholders, a majority of the outstanding capital stock must be present or presented in order to constitute a quorum. If no quorum is constituted, the meeting shall be adjourned until the requisite amount of stock shall be present.
- Section 6. Conduct of Meeting Meeting of the stockholders shall presided over by the Chairman of the Board, or in his absence, the President, or if none of the foregoing is in office and present and acting, by a chairman to be chosen by the stockholders. The Secretary, shall acts as Secretary at every meeting, but if not present, the chairman if the meeting shall appoint a secretary of the meeting. The chairman of the meeting may adjourn the meeting from time to time, without notice other than announced at the meeting.
- **Section 7.** Manner of Voting At all meetings of stockholders, a stockholder may vote in person or by proxy executed in writing by the stockholders or his duly authorized attorney-in-fact. Unless otherwise provided in the proxy, it shall be valid only for the meeting at which it has been presented to the Secretary.

All proxies must be the hands of the Secretary at least ten (10) days prior to the time set for the meeting. Such proxies filed with the Secretary may be revoked by the stockholders either in an instrument in writing duly presented and recorded with the Secretary at least six (6) day prior to a scheduled meeting or by their personal presence at the meeting.

**Section 8.** Closing of Transfer Books or Fixing of Record Date – For the purpose determining the stockholders entitled to notice of, or to vote at, any meeting of stockholders or any adjournment thereof or to receive payment of any divided or of making determination of stockholders for any other purpose, the Board of Directors may provide that the stock and transfer books be closed for a period of at least twenty (20) days preceding the date of the meeting.

#### ARTICLE III

#### **BOARD OF DIRECTORS**

**Section 1.** Powers of the Board – Unless otherwise provided by law, the corporate powers of the corporation shall be exercised, all business conducted, and all property of the corporation controlled and held by the Board of Directors to be elected by and from among the stockholders. Without prejudice to such general powers and such other powers as may be granted by law, the Board of Directors shall have the following express powers:

- a) From time to time, to make and change rules and regulations not inconsistent with these by-laws for the management of the corporation's business and affairs;
- b) To purchase, receive, take or otherwise acquire in any lawful manner, for and in the name of the corporation, any and all properties, rights, interest or privileges, including securities and bonds of other corporations, as the transaction of the business of the corporation may reasonably or necessarily require, for such consideration and upon such terms and conditions as the Board may deem proper or convenient;
- c) To invest the funds of the corporation in another corporation or business or for any other purposes other than those for which the corporation was organized, whenever in the judgement of the Board of Directors the interests of the Corporation would thereby be promoted, subject to such stockholders' approval as may be required by law:
- d) To incur such indebtedness as the Board of Directors may deem necessary and, for such purposes, to make and issue evidence of such indebtedness including, without limitation, notes, deeds of trust, instruments, bonds, debentures, or securities, subject to such stockholders approval as may be required by law, and/or pledge, mortgage, or otherwise encumber all or part of the properties and rights of the corporation;
- e) To guarantee, for and in behalf of the corporation obligations of other corporations or entities in which it has lawful interest;

- f) To make provisions of the discharge of the obligations of other as they mature, including payment for any property, or in stocks, bonds debentures, or other securities of the corporation lawfully issued for the purpose;
- g) To sell, lease, exchange, assign, transfer or otherwise dispose of any property, real or personal, belonging to the corporation whenever in the Board's judgment, the corporation's interest would thereby be promoted;
- h) To establish pension, retirement, bonus, profit-sharing, or types of incentives or compensation plans for the employees, including officers and directors of the corporation and to determine the persons to participate in any such plans and the amount of their respective participations;
- i) To prosecute, maintain, defend, compromise or abandon any lawsuit in which the corporation or its officers are either plaintiffs or defendants in connection with the business of the corporation, and likewise, to grant installments for the payments or settlement of whatsoever debts are payment to the corporation.
- j) To delegate, from time to time, any of the powers of the Board which may lawfully be delegated in the course of the current business or businesses of the corporation to any standing or special committee or to any officer or agent and to appoint any persons to be agents of the corporation with such powers (including the power to sub-delegate), and upon such terms, as may be deemed fit;
- k) To implement these by-laws and to act on any matter not covered by these by-laws, provided such matter does not require the approval or consent of the stockholders under any existing law, rules or regulations.
- Section 2. Qualifications of Member of the Board Any person having at least one (1) share of stock registered in his name in the books of the Corporation may be nominated and elected to the Board of Directors provided, however, that no person shall qualify or be eligible for nomination or election to the Board of Directors if he is engaged in any business which competes with or is antagonistic to that of the Corporation or any of its subsidiaries or affiliates. Without limiting the generality of the foregoing, a person shall be deemed to be so engaged:
  - i. If he is an officer, manager or controlling person of, or the owner (either of record or beneficial) of twenty percent (20%) or more of any outstanding class of shares of any corporation (other than one in which this Corporation owns at least thirty percent (30%) of the capital stock) engaged in business which the Board, by at least two-thirds (2/3) vote, determines to be competitive or antagonistic to that of the Corporation or any of its subsidiaries or affiliates:
  - ii. If he is an officer, manager or controlling person of, or the owner (either of records or beneficial) of twenty percent (20%) or more of any outstanding class of shares of, any corporation or entity engaged in any line of business of the Corporation or of any of its subsidiaries or affiliates, when the judgment of the Board, by at least a two-thirds (2/3) vote, the law against combinations in restraint of trade shall be violated by such person's membership in the Board of Directors; or

iii. If the Board, in the exercise of its judgment in good faith, determines by at least two-thirds (2/3) vote that he is the nominee of any person set forth in (i) or (ii) above.

In determining whether or not a person is a controlling person, beneficial owner or the nominee of another, the Board may take into account such factors as business and family relationships.

For proper implementation of these provisions, all nominees for election of Directors by the stockholders shall be submitted in writing to the Board of Directors and be received at the Corporation's principal place of business at least thirty (30) working days before the date of the regular or special meeting of stockholders for the purpose of electing directors.

**Section 3.** Election and Term – The Board of Directors shall be elected during each regular meeting of stockholders and shall hold office for one (1) year until their successors are elected and qualified.

The Corporation shall have such number of independent directors as may be required by applicable laws.

The independent directors shall have all the qualifications and none of the disqualifications set forth in Section 38 of the Securities Regulation Code and its Implementing Rules and Regulations, as the same may be amended from time to time.

A Nomination Committee is hereby created which may organized from time to time upon determination of the Board of Directors. The Nomination Committee shall be composed of at least three (3) members, one of whom shall be an independent director. The Nomination Committee shall have the following functions: (a) formulate screening policies to enable the Committee to effectively review the qualification of the nominees for independent directors; and (b) conduct nominations for independent directors prior to the stockholders' meeting in accordance with the procedure set forth in Rule 38 of the Amended Implementing Rules and Regulations of the Securities Regulation Code, as the same may be amended from time to time.

**Section 4.** Vacancies – Any vacancy occurring in the Board of directors other than by removal by the stockholders or by expiration of terms, may be filled by the vote at least a majority of the remaining directors, if still constituting a quorum; otherwise, the vacancy must be filled by the stockholders at a regular or at any special meeting of stockholders called for the purpose. A director so elected to fill a vacancy shall be elected only for the unexpired term of his predecessor in office.

Any directorship to be filled by reason of an increase in the number of directors shall be filled only by an election at a regular or at a special meeting of stockholders duly called for the purpose or in the same meeting authorizing the increase of directors, if so stated in the notice of the meeting.

The vacancy resulting from the removal of a director by the stockholders in the manner provided by law may be filled by election at the same meeting of stockholders without further notice, or at any regular or at any special meeting of stockholders called for the purpose, after giving notice a prescribed in this By-laws.

- **Section 5.** Meetings Regular meetings of the Board of Directors shall be held once every quarter of the year on such dates and at such times and places as the Chairman of the Board of Directors, or in his absence, the President, or upon the request of a majority of the Directors and shall be held at such places as may be designated in the notice.
- **Section 6.** Notice Notice of the regular or special meeting of the Board of Directors specifying the date, time and place of the meeting shall be communicated by the Secretary to each director personally, or by telephone, telex telegram, or by written or oral message. A director may waive this requirement, either expressly or implicitly.
- **Section 7.** Quorum A majority of the number of directors as fixed in the Articles of Incorporation, shall constitute a quorum for the transaction of corporate business, and every decision of at least a majority of the directors present at a meeting at which there is a quorum shall be valid as a corporate act, except for the election of officers which shall require the vote of a majority of all the members of the Board.
- **Section 8.** Conduct of the Meetings Meetings of the Board of Directors shall be presided over the Chairman of the Board of Directors or in his absence, the President or if none of the foregoing is in office and present and acting, by any other director chosen by the Board. The Secretary, shall act as secretary of every meeting, if not present, the Chairman of the meeting, shall appoint a secretary of the meeting.
- Section 9. Compensation By resolution of the Board, each director, shall receive a reasonable per diem allowance for his attendance at each meeting of the Board of Directors. As compensation, the Board shall receive and allocate an amount of not more than ten percent (10%) of the net income before tax of the corporation during the preceding year. Such compensation shall be determined and apportioned among the directors in such manner as the Board may deem proper, subject to the approval of stockholders representing at least a majority of the outstanding capital stock at a regular or special meeting of the stockholders.
- Section 10. Indemnification The Corporation shall indemnify every director or officer, his heirs, executors and administrators against all costs and express reasonably incurred by such persons in connection with any civil, criminal, administrative or investigative action, suit or proceeding (other than an action by the Corporation) to which he may be or is made a party by reason of his being or having been a director or officer of the Corporation, except in relation to matters as to which he shall be finally adjudged in such action, suit or proceeding, to be liable for gross negligence or misconduct.

In the event of a settlement or compromise, indemnification shall be provided only in connection with such matters covered by the settlement as to which the Corporation is advised by counsel that the person to be indemnified did not commit a breach of duty as such director or officer. The amount payable by way of indemnity shall be determined and paid only pursuant to a resolution adopted by the majority of the members of the Board of Directors.

The costs and expenses incurred in defending the aforementioned action, suit or proceeding may be paid by the Corporation in advance of the final disposition of such action, suit proceeding, as authorized in the manner provide in the preceding paragraph, upon receipt of an undertaking by or on behalf of the director or officer to repay such

amount unless it shall ultimately de determined that he is entitled to be indemnified by the Corporation as authorized in this Article.

#### ARTICLE IV

#### **OFFICERS**

**Section 1.** Election/Appointment – Immediately after their election, the Board of Directors shall formally organize by electing the Chairman, President, one or more Vice President, Treasurer, and the Secretary, at said meeting.

The Board of Directors may, from time to time, appoint such others as it may determine to be necessary or proper.

Any two (2) or more positions may be held concurrently by the same person, except that no one shall act as President and Treasurer or Secretary at the same time.

- **Section 2.** Chairman of the Board of Directors The Chairman of the Board of Directors shall preside at the meetings of the directors and the stockholders. He shall also exercise such powers and perform such duties as the Board of Directors may assign to him.
- Section 3. Chief Executive Officer- The Chief Executive Officer, who shall have administration and direction of the over-all objectives, policies and projects of the Corporation. He shall exercise the following functions:
  - a) To initiate and develop corporate objectives and policies and formulate long range projects, plans and programs for the approval of the Board of Directors, including those for executive training, development and compensation;
  - b) To represent the Corporation at all functions and proceedings;
  - c) To execute on behalf of the Corporation all contracts, agreements and other instruments affecting the interests of the Corporation which require the approval of the Board of Directors, except as otherwise directed by the Board of Directors;
  - d) To sign certificates of stock, which may be delegated by the Chief Executive Officer to the President." (As approved by the Board of Directors on 27 June 2013 and ratified by the stockholders on 15 November 2013.)
- Section 4. <u>President- The President, who shall be a director, have administration and direction of the day-to-day business affairs of the Corporation.</u> He shall exercise the following functions:
  - a) To preside at the meetings of the Board of Directors and of the stockholders in the absence of the Chairman of the Board of Directors;
  - b) To have general supervision and management of the business affairs and property of the Corporation;

- c) To ensure that the administrative and operational policies of the Corporation are carried out under his supervision and control;
- d) <u>Subject to guidelines prescribed by law, to appoint remove, suspend or discipline employees of the Corporation, prescribe their duties and determine their salaries;</u>
- e) To oversee the preparation of the budgets and the statement of accounts of the Corporation;
- f) To prepare such statements and reports of the Corporation as may be required of him by law;
- g) To make reports to the Board of Directors and stockholders; and
- h) To perform such other duties as are incident to his office or are entrusted to him by the Board of Directors.

The President may assign the exercise or performance of any of the foregoing powers, duties and functions to any other officer(s), subject always to his supervision and control. (As approved by the Board of Directors on 27 June 2013 and ratified by the stockholders on 15 November 2013.)

- **Section 5.** The Vice-President(s) If one or more Vice -Presidents are appointed, he/they shall have such powers and shall perform such duties as may from time to time to be assigned to him/them by the Board of Directors or by the President.
- **Section 6.** The Secretary The Secretary must be a resident and a citizen of the Philippines. He shall be the custodian of and shall maintain the corporate books and record and shall be recorder of the corporation's formal actions and transactions. He shall have the following specific powers and duties:
  - a) To record or see to the proper recording of the minutes and transactions of all meetings of the directors and the stockholders and to maintain minute books of such meetings in the form and manner required by law;
  - b) To keep or cause to be kept record books showing the details required by law with respect to the stock certificates of the corporation, including ledgers and transfer books showing all shares of the corporation subscribed, issued and transferred;
  - c) To keep the corporate seal and affix it to all papers and documents requiring a seal, and to attest by his signature all corporate documents requiring the same;
  - d) To attend to the giving and serving of all notices of the corporation required by law or these By-laws to be given;
  - To certify to such corporate acts, countersign corporate documents or certificates, and make reports or statements as may be required of him by law or by government rules and regulations;

- f) To act as the inspector at the election of directors and, as such, to determine the number of shares of stock outstanding and entitled to vote, the shares of stock represented at the meeting, the existence of a quorum, the validity and effect of proxies, and to receive votes, ballots or consents, hear and determine all challenges and questions arising in connection with the right to vote, count and tabulate all votes, ballots or consents, determine the result, sand do such acts as are proper to conduct the election or vote. The Secretary may assign the exercise or performance of any or all the foregoing duties, powers and functions to any other person or persons, subject to his supervision and control; and
- g) To perform such other duties as are incident to his office or as may be assigned to him by the Board of Directors or the President.
- **Section 7.** The Treasurer The Treasurer of the corporation shall be its chief fiscal officer and the custodian of its funds, securities and property. The Treasurer shall have the following duties:
  - To keep full and accurate accounts of receipts and disbursements in the books of corporation:
  - b) To have custody of, and be responsible for, all the funds, securities and bonds of the corporation;
  - c) To deposit in the name and to the credit of the corporation, in such bank as may be designated from time to time by the Board of Directors, all the money, funds, securities, bonds, and similar valuable effects belonging to the corporation which may come under his control;
  - d) To tender an annual statement showing the financial condition of the corporation and such other financial reports as the Board of Directors, the Chairman, or the President may, from time to time, require;
  - e) To prepare such financial reports, statements, certifications and other documents which may, from time to time, be required by government rules and regulations and to submit the same to the proper government agencies; and
  - f) To exercise such powers and perform such duties and functions as may be assigned to him by the President.
- **Section 8.** Term of Office All officers shall hold office for a term of one (1) year until successors are duly elected and qualified. Such officers may however be sooner removed for cause.
- **Section 9.** Vacancies If any position of the officers becomes vacant by reason of death, resignation, disqualification or for any other cause, the Board of Directors, by majority of vote may elect a successor who shall hold office for the unexpired term.
- **Section 10.** Compensation The By-laws officers shall receive such remuneration as the Board of Directors may determine. All other officers shall receive such remuneration as the Board of Directors may determine upon recommendation of the President. A director

shall not be precluded from serving the corporation in any other capacity as an officer, agent or otherwise, and receiving compensation therefor.

#### ARTICLE V

#### **OFFICES**

**Section 1.** The principal office of the corporation shall be located at the place stated in the Article III of the Articles of Incorporation. The corporation may have such other branch offices, either within or outside the Philippines as the Board of Directors may designate or as the business of the corporation may, from time to time, require.

#### ARTICLE VI

## AUDIT OF BOOKS, FISCAL YEAR, AND DIVIDENDS

- **Section 1.** External Auditors At the regular stockholders' meeting, the external auditor of the corporation for the ensuing year shall be appointed. The external auditors shall examine, verify and report on the earnings and expenses of the corporation and shall certify the remuneration of the external auditor or auditors as determined by the board of Directors.
- **Section 2.** Fiscal Year The fiscal year of the corporation shall be begin on the first day of January an end on the last day of December of each year.
- **Section 3.** Dividends Dividends shall be declared and paid out of the unrestricted retained earnings which shall be payable in cash, property, or stock to all stockholders on the basis of outstanding stock held by them, as often and at such times as the Board of Directors may determine and in accordance with law and applicable rules and regulations.

#### ARTICLE VII

#### **AMENDMENTS**

Section 1. This By-Laws may be amended or repealed by the affirmative vote of at least a majority of the Board of Directors and the Stockholders representing a majority of the outstanding capital stock at any stockholders' meeting called for that purpose. However, the power to amend, modify, repeal or adopt new By-laws may be delegated to the Board of Directors by the affirmative vote of stockholders representing not less than two-thirds of the outstanding capital stock; provided, however, that any such delegation of powers to the Board of Directors to amend, repeal, or adopt new By-laws may be revoked only by the vote of stockholders representing a majority of the outstanding capital stock at a regular or special meeting.

# ARTICLE VIII

#### **SEAL**

**Section 1.** Form and Inscriptions – The corporate seal shall be determined by the Board of Directors.

#### ARTICLE IX

#### ADOPTION CLAUSE

The foregoing By-Laws was adopted by all the stockholders of the corporation on the 16 January 1992 at the principal office of the corporation.

IN WITNESS WHEREOF, we, the undersigned stockholders present at said meeting and voting thereat in favour of the adoption of the By-laws, have hereunto subscribed our names, this 15th day of November 2013 at Makati, Metro Manila

(sgd.) MICHAEL BURTON

(sgd.) ANTONIO L. TANADA

(sgd.) TADEO F. HILADO

(sgd.) BERNARDINO F CONSULTA

(sgd.) VICTORIA V. LOANZON