

# ABOITIZ POWER CORPORATION AP INTERNAL AUDIT

## INTERNAL AUDIT CHARTER

The purpose of this statement is to provide an understanding of the role and responsibilities of the **AP Internal Audit** team and its functions under the policies established by the Management and the Board of Directors of Aboitiz Power Corporation (AP), subsequently referred to as "the Company" through the Manual of Corporate Governance.

## **PURPOSE**

The purpose of the internal audit function is to strengthen Aboitiz Power Corporation's ability to create, protect, and sustain value by providing the Board Audit Committee and management with independent, risk-based, and objective assurance, advice, and anticipation.

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve the Company's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

#### **MANDATE**

It is the policy of the Company to maintain an Internal Audit Organization as a primary resource of the Board of Directors and the Board Audit Committee in the effective discharge of its duties and responsibilities by reviewing and evaluating the Company's operations, including its subsidiaries and affiliates.

## **PROFESSIONAL STANDARDS**

The Aboitiz Power Corporation's internal audit function will adhere to the mandatory elements of The Institute of Internal Auditors' International Professional Practices Framework, which are the Global Internal Audit Standards and Topical Requirements. The Internal Audit Head will report periodically to the Board Audit Committee and senior management regarding the internal audit function's conformance with the Standards, which will be assessed through a quality assurance and improvement program.

The Global Internal Audit Standards constitute the fundamental requirements for the professional practice of internal auditing principles against which to evaluate the effectiveness of the AP Internal Audit Team's performance.

## **AUTHORITY**

The internal audit function's authority is created by its direct reporting relationship to the Board Audit Committee. Such authority allows for unrestricted access to the Board Audit Committee.

The Board Audit Committee authorizes the internal audit function to:

- Have full and unrestricted access to all functions, data, records, information, physical property, and personnel pertinent to carrying out internal audit responsibilities. Internal auditors are accountable for confidentiality and safeguarding records and information.
- Allocate resources, set frequencies, select subjects, determine scopes of work, apply techniques, and issue communications to accomplish the function's objectives.
- Obtain assistance from the necessary personnel of Aboitiz Power Corporation and, as applicable, other specialized services from within or outside Aboitiz Power Corporation to complete internal audit services.

#### INDEPENDENCE AND OBJECTIVITY

The Company's senior management and the Board of Directors support AP Internal Audit to ensure the cooperation of the audit clients and the performance of the audit activity free from interference by any element in the Company, including matters of audit selection, scope, procedures, frequency, timing, or report content to permit maintenance of necessary independence and objectivity.

AP Internal Audit is a recommendatory body. It will have no direct operational responsibility nor authority over any of the activities audited. AP Internal Audit will not implement internal controls, develop procedures and install systems, prepare records nor engage in any other activity normally reviewed by the team, as this may impair its objectivity and judgment.

Internal auditors must exhibit the highest level of professional objectivity and must always make a balanced assessment of all relevant circumstances and not be unduly influenced by their own interests or by others in forming judgments.

The AP Internal Audit Head will confirm to the Board Audit Committee, at least annually, the organizational independence of the internal audit activity.

# **ORGANIZATION**

AP Internal Audit reports functionally to the Board Audit Committee and administratively (i.e. day-to-day operations) to the President & Chief Executive Officer.

The Board Audit Committee will approve all decisions regarding the performance evaluation, appointment, or removal of the AP Internal Audit Head as well as the AP Internal Audit Head's annual compensation and salary adjustment.

The AP Internal Audit Head will communicate and interact directly with the Board Audit Committee, including in private/executive sessions and between meetings, as appropriate.

## **ROLE AND MISSION**

It is through analyses, recommendations, counsel and information dissemination among the proper channels that the AP Internal Audit team will help in improving the effectiveness of risk management, control, and governance processes. Its mission is to enhance and protect organizational value by providing risk-based and objective assurance, advice, and insight.

AP Internal Audit is a staff organization and it functions in an advisory capacity. It exercises no direct responsibility or authority on the operating activities or functions it reviews.

The primary responsibility for assuring that an adequate system of internal control is in place and is operating effectively rests with the management of the Company, its affiliates, and subsidiaries.

The AP Internal Audit Head or its representative may attend selected management meetings with the intent to give audit insights or act in an advisory capacity only.

AP Internal Audit will take into account its responsibility in ensuring that the Board Audit Committee is informed of the audit issues on a timely basis by furnishing the Board Audit Committee with copies of the reports of concluded engagements.

AP Internal Audit Head will discuss the Mission of Internal Audit and the mandatory elements of the International Professional Practices Framework with senior management and the Board Audit Committee.

AP Internal Audit will use external professional assistance as deemed necessary.

#### **SCOPE OF WORK**

As disclosed in the Manual of Corporate Governance, AP Internal Audit, on the basis of the approved internal audit plan, should cover, at a minimum, the evaluation of the adequacy (meaning effectiveness and efficiency) of the internal control system, as well as the effectiveness of governance and risk management processes to help ensure the reliability and integrity of financial reporting as well as the operations of assets. Such coverage includes core and support operations, the information systems supporting these processes, as well as, compliance with applicable legal requirements (whether statutory or regulatory), and contracts.

The said scope of work covering the Company's risk management, control, and governance processes encompasses:

- Evaluation of the effectiveness and contribution to the improvement of risk management processes. The core internal auditing roles in regard to risk management are as follows:
  - Giving assurance that the control systems are effective.
  - Giving assurance on the risk management processes.
  - o Giving assurance that risks are correctly evaluated.
  - Evaluating risk management processes.
  - Evaluating the reporting of key risks.
  - Reviewing the management of key risks.
- Evaluation of the adequacy (effectiveness and efficiency) of controls to help ensure the achievement of organizational objectives.
- Assessment and making appropriate recommendations on the following governance processes:
  - Making strategic and operational decisions.
  - o Overseeing risk management and control.
  - o Promoting appropriate ethics and values within the organization.
  - Ensuring effective organizational performance management and accountability.
  - Communicating risk and control information to appropriate areas of the organization
  - Coordinating the activities of, and communicating information among, the board, external and internal auditors, other assurance providers, and management.
- Evaluation of risk exposures based on the areas of highest risks as enumerated in the business unit risk registers and other risks as evaluated independently by the AP

Internal Audit Team relating to the organization's governance, operations and information systems taking into consideration the following:

- Reliability, integrity and timeliness of information
- Compliance with policies and procedures, plans, sound business practices, laws, contractual obligations and regulations
- Safeguarding of assets and as appropriate, verifying its existence
- Economical and efficient use of resources
- Accomplishment of established objectives and goals for operations or programs
- Conduct of pre-/post-implementation reviews of major information systems for group implementation and/or as duly identified by the corporate center and/or business unit.
- Undertaking of consulting and/or advisory and related client service activities, the
  nature and scope of which are agreed with the client and are intended to add value
  and improve the organization's governance processes, risk management, and
  control processes without the internal auditor assuming management responsibility.
  Examples include counsel, advice, facilitation, due diligence, transition services,
  business process, control design, and training.

#### **INTERNAL AUDIT PLAN**

The AP Internal Audit Head will submit to senior management and the Board Audit Committee, at least annually, an internal audit plan for review and approval. The audit plan will consist of the proposed work schedule, budget and resource requirements. The AP Internal Audit Head will communicate the impact of any resource limitation and significant interim changes to senior management and the Board Audit Committee.

The internal audit plan and prioritization of engagements will be developed using risk-based methodology and would include inputs from senior management and the Board Audit Committee.

Any significant deviation from the approved internal audit plan will be documented and communicated to senior management and the Board Audit Committee.

#### COMMUNICATING RESULTS

Results of audit work shall be communicated through a written report which will contain the responses of management gathered through exit conferences, audit discussions and/or management meetings. Summary reports will be released to the Board Audit Committee prior to the scheduled Board Audit Committee meetings. At the end of the calendar year, AP Internal Audit will release its Enterprise-Wide Internal Control System Assessment report.

#### **COORDINATION & RELIANCE**

The internal audit function shall coordinate activities with other internal and external providers of assurance and advisory services and determine if and when it is appropriate to rely on their work. To execute this, the IA function shall:

- Foster a cooperative and professional working relationship;
- Ensure appropriate sharing of information;
- Facilitate annual combined assurance planning; and
- Minimize duplication and coordinate overall audit efforts.

In particular, AP Internal Audit shall receive copies of all external and internal auditors' communications and reports to management.

If the Internal Audit function cannot achieve an appropriate level of coordination, the issue must be communicated to senior management and if necessary escalated to the Board Audit Committee.

#### **RESPONSIBILITY**

The AP Internal Audit Head has the responsibility to:

- Ensure each engagement of the internal audit plan is executed, including the
  establishment of objectives and scope, the assignment of appropriate and
  adequately supervised resources, the documentation of work programs and
  testing results, and the communication of engagement results with applicable
  conclusions and recommendations to appropriate parties.
- Follow up on engagement findings and corrective actions, and report periodically to senior management and the Board Audit Committee any corrective actions not effectively implemented.
- Any conclusions by the AP Internal Audit Head that management has accepted
  a level of risk that may be unacceptable to the organization, he must discuss the
  matter with senior management, and if not resolved, this will be elevated to the
  Board Audit Committee.
- Ensure the principles of integrity, objectivity, confidentiality, and competency are applied and upheld.
- Ensure the internal audit activity collectively possesses or obtains the knowledge, skills, and other competencies needed to meet the requirements of the internal audit charter.
- Ensure trends and emerging issues that could impact the Company are considered and communicated to senior management and the audit committee as appropriate.
- Ensure emerging trends and successful practices in internal auditing are considered.

- Establish and ensure adherence to policies and procedures designed to guide the internal audit activity.
- Ensure adherence to the Company's relevant policies and procedures, unless such policies and procedures conflict with the internal audit charter. Any such conflicts will be resolved or otherwise communicated to senior management and the board audit committee.
- Communicate with the Board Audit Committee and senior management if there are significant interim changes to the internal audit plan.
- Ensure conformance of the internal audit activity with the Standards, with the following qualifications:
  - If the internal audit activity is prohibited by law or regulation from conformance with certain parts of the Standards, the AP Internal Audit Head will ensure appropriate disclosures and will ensure conformance with all other parts of the Standards.
  - If the Standards are used in conjunction with requirements issued by other authoritative bodies, the AP Internal Audit Head will ensure that the internal audit activity conforms with the Standards, even if the internal audit activity also conforms with the more restrictive requirements of other authoritative bodies.

# **QUALITY ASSURANCE AND IMPROVEMENT PROGRAM**

The AP Internal Audit Head will develop, implement, and maintain a quality assurance and improvement program that covers all aspects of the internal audit function. The program will include external and internal assessments of the internal audit function's conformance with the Global Internal Audit Standards, as well as performance measurement to assess the internal audit function's progress toward the achievement of its objectives and promotion of continuous improvement. The program also will assess, if applicable, compliance with laws and/or regulations relevant to internal auditing. Also, if applicable, the assessment will include plans to address the internal audit function's deficiencies and opportunities for improvement.

Annually, the AP Internal Audit Head will communicate with the Board Audit Committee and senior management about the internal audit function's quality assurance and improvement program, including the results of internal assessments (ongoing monitoring and periodic self-assessments) and external assessments. External assessments will be conducted at least once every five years by a qualified, independent assessor or assessment team from outside Aboitiz Power Corporation; qualifications must include at least one assessor holding an active Certified Internal Auditor® credential.

# **AMENDMENT OF CHARTER**

The AP Internal Audit Head is responsible for maintaining this Internal Audit Charter in a current state through review and assessment of its adequacy at least annually. Amendment of this Charter is subject to the review and approval by the Board Audit Committee.

If any provision of this Charter is declared invalid, the remainder of this or any other provision not affected thereby shall remain in force and in effect.

## **EFFECTIVITY CLAUSE**

This Charter shall take effect fifteen (15) days after formal acknowledgment by the AP Internal Audit Head and approval by the AP Board Audit Committee.

# **INTERNAL AUDIT CHARTER**

Acknowledged by:

MARK ANGELOU E. DINGLASAN

Internal Audit Head

Approved this 24th day of April 2025.

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Chairman of the Committee

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