

<b>LISTED ENTITIES CATEGORY</b>	
	<b>Max Points</b>
<b>AWARD ONE - PRESENTATION AND CONTENT</b>	
<b>(A) PRESENTATION</b>	
Presentation used to allow shareholders to easily understand and depict the entity's core business/principal activities such as pictorial presentation of entity products/services (photos/graphics on cover page or inside of report), entity profile, clear layout of different business segments, corporate directory	20
Includes photos and information of Board Members/CEO/Senior Management; includes graphical presentation of key performance indicators (such as graph on NPAT trend)	5
Table showing board meeting attendance, clearly distinguishing between the 10 corporate governance principles and compliance (or reason for non-compliance) with each principle	5
Graphical/pictorial presentation of any of stock exchange required information, clear layout of financial statements	5
<b>(B) OBJECTIVES OF THE ORGANISATION</b>	
Inclusion of Mission Statement, Vision, Aims, Objectives and Values of the Entity	2
Implementation of Values throughout the organisation such as employer of choice, human resource culture	2
Clear distinction between the core business/principal activities of the entity and other segments of the business or other subsidiary/associate entities in the Group	1
<b>(C) CHIEF EXECUTIVE/CHAIRPERSON'S REPORT</b>	
Discusses the overall operations of the business and provides a narrative on the overall financial performance of the entity (which is easily understandable by ordinary shareholders)	2
Review of progress for the year in relations to Aims, Objectives, Values and Strategic Direction of the entity	3
Includes future plans or financial forecast for the next financial period	2
Includes details on corporate social responsibility activities and on-going plans/programmes	3
<b>TOTAL - AWARD ONE</b>	<b>50</b>
<b>AWARD TWO - REPORTING AND DISCLOSURE</b>	
<b>(D) CORPORATE GOVERNANCE</b>	
Includes a statement on corporate governance that complies with the RBF Code on Corporate Governance	8
Defines role of the board, its composition, diversity and effectiveness (board charter summary, code of conduct, board meeting attendance, responsibilities of directors, diversity)	8
Defines the sub-committees of the board, its composition, its frequency of meetings and its mandate	8
Defines actions taken to ensure (i) timely and balanced disclosures to the market, (ii) promote ethical and responsible decision making, (iii) respect the rights of shareholders and actions taken for (i) managing conflicts of interest, (ii) accountability and audit, and (iii) recognising and managing risks	8
<b>(E) FINANCIAL STATEMENTS</b>	
Financial Statements (Statement of Comprehensive Income / Statement of Changes in Equity / Statement of Financial Position / Statement of Cash Flows)	25
Adequacy of Notes and Disclosures to Financial Statements	25
Application of the International Financial Reporting Standards / Disclosure and Adoption of new standards being implemented / Companies Act 2015 requirements	25
South Pacific Stock Exchange Requirements - shareholdings by directors and senior management, top 20 shareholders, statement showing subsidiary details and financial information, five year comparative table, DPS, EPS, NTA, highest/lowest share price	25
<b>(F) TIMELINESS</b>	
Less than 3 Months	10
Within 3 Months	5
4 to 6 Months	-5
<b>TOTAL - AWARD TWO</b>	<b>142</b>
<b>OVERALL TOTAL</b>	<b>192</b>
<b>SPECIAL AWARD - LISTED ENTITIES CATEGORY</b>	
<p>In your opinion, which Annual Report should qualify for a special award. Which feature of the Annual Report is eligible for the special award (e.g. corporate governance statement, presentation and content, listing requirements). Please state reasons for choice.</p>	

<b>UNLISTED ORGANISATIONS CATEGORY</b>	
	<b>Max Points</b>
<b>AWARD ONE - PRESENTATION AND CONTENT</b>	
<b>(A) PRESENTATION</b>	
Presentation used to allow shareholders to easily understand and depict the company's core business/principal activities such as pictorial presentation of company products/services (photos/graphics on cover page or inside of report), company profile, clear layout of different business segments, corporate directory	20
Includes photos and information of Board Members/CEO/Senior Management; includes graphical presentation of key performance indicators (such as graph on NPAT trend)	5
Table showing board meeting attendance, clear portrayal of corporate governance standards through a dedicated section or table	5
Graphical/pictorial presentation of any of stock exchange required information, clear layout of financial statements	5
<b>(B) OBJECTIVES OF THE ORGANISATION</b>	
Inclusion of Mission Statement, Vision, Aims, Objectives and Values of the Company	2
Implementation of Values throughout the organisation such as employer of choice, human resource culture	2
Clear distinction between the core business/principal activities of the company and other segments of the business or other subsidiary/associate companies in the Group	1
<b>(C) CHIEF EXECUTIVE/CHAIRPERSON'S REPORT</b>	
Discusses the overall operations of the business and provides a narrative on the overall financial performance of the company (which is easily understandable by ordinary shareholders)	2
Review of progress for the year in relations to Aims, Objectives, Values and Strategic Direction of the company	3
Includes future plans or financial forecast for the next financial period	2
Includes details on corporate social responsibility activities and on-going plans/programmes	3
<b>TOTAL - AWARD ONE</b>	<b>50</b>
<b>AWARD TWO - REPORTING AND DISCLOSURE</b>	
<b>(D) CORPORATE GOVERNANCE</b>	
Inclusion of statement on corporate governance	8
Defines role of the board, its composition, diversity and effectiveness (board charter summary, code of conduct, board meeting attendance, responsibilities of directors, diversity)	8
Defines the sub-committees of the board, its composition, its frequency of meetings and its mandate	8
Defines actions taken to ensure (i) promote ethical and responsible decision making, (ii) respect the rights of shareholders and actions taken for (i) managing conflicts of interest, (ii) accountability and audit, and (iii) recognising and managing risks	8
<b>(E) FINANCIAL STATEMENTS</b>	
Financial Statements (Directors Report, Executive Committee Report, Statement of Comprehensive Income / Statement of Changes in Equity / Statement of Financial Position / Statement of Cash Flows)	25
Adequacy of Notes and Disclosures to Financial Statements	25
Application of the International Financial Reporting Standards /Disclosure and Adoption of new standards being implemented / Companies Act 2015 requirements	25
Statement showing subsidiary details and financial information, five year comparative table, financial ratios	15
<b>(F) TIMELINESS</b>	
Within 3 Months	10
After 3 Months	5
<b>TOTAL - AWARD TWO</b>	<b>137</b>
<b>OVERALL TOTAL</b>	<b>187</b>
<b>SPECIAL AWARD - UNLISTED COMPANIES CATEGORY</b>	
In your opinion, which Annual Report should qualify for a special award. Which feature of the Annual Report is eligible for the special award (e.g. corporate governance statement, presentation and content, listing requirements). Please state reasons for choice.	