

GENERAL INFORMATION SHEET (GIS)

NON-STOCK CORPORATION

FOR THE YEAR 2025

GENERAL INSTRUCTIONS:

1. 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 AFTER THE ELECTION OF THE DIRECTORS, TRUSTEES AND OFFICERS OF THE CORPORATION AT THE ANNUAL MEMBERS' MEETING.
2. 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.
3. THIS GIS SHALL BE ACCOMPLISHED IN ENGLISH AND CERTIFIED AND SWORN TO BY THE **CORPORATE SECRETARY** OF THE CORPORATION.
4. 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 SEVEN [7] DAYS AFTER SUCH CHANGES OCCURRED OR BECAME EFFECTIVE.
5. SUBMIT FOUR (4) COPIES OF THE GIS TO THE RECEIVING SECTION AT THE SEC MAIN OFFICE, OR TO SEC SATELLITE OFFICES OR EXTENSION OFFICES. ALL COPIES SHALL UNIFORMLY BE ON A4 OR LETTER-SIZED PAPER. THE PAGES OF ALL COPIES SHALL USE ONLY ONE SIDE.
6. **ONLY THE GIS ACCOMPLISHED IN ACCORDANCE WITH THESE INSTRUCTIONS SHALL BE CONSIDERED AS COMPLIANT WITH EXISTING RULES AND REGULATIONS.**
7. 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:	APO PRODUCTION UNIT, INC.	DATE REGISTERED:	
		24/11/1974	
BUSINESS/ TRADE NAME	APO PRODUCTION UNIT, INC.	FISCAL YEAR END:	
		December 31	
SEC REGISTRATION NUMBER:	58890	CORPORATE TAX IDENTIFICATION NUMBER (TIN):	
		000-396-233-000	
DATE OF ANNUAL MEETING PER BY-LAWS:	FIRST WEEK OF AUGUST	WEBSITE/URL ADDRESS:	
		www.apo.gov.ph	
DATE OF ACTUAL MEETING:	October 07, 2025	EMAIL ADDRESS:	
		executive.office@apo.gov.ph	
COMPLETE PRINCIPAL OFFICE ADDRESS:	2nd Floor, PIA Bldg., Visayas Avenue, Brgy. VASRA, Quezon City		TELEPHONE NUMBER(S):
			8282-5309
COMPLETE BUSINESS ADDRESS:	2nd Floor, PIA Bldg., Visayas Avenue, Brgy. VASRA, Quezon City		FAX NUMBER(S):
			8927-6793
OFFICIAL E-MAIL ADDRESS	ALTERNATE E-MAIL ADDRESS	OFFICIAL MOBILE NUMBER	ALTERNATE MOBILE NUMBER
executive.office@apo.gov.ph	compliance.office@apo.gov.ph	09764162089	09517297485
PRIMARY PURPOSE ENGAGED IN:	End-to-end Security and General Printing and Information Technology Solutions		
NAME OF EXTERNAL AUDITOR & SIGNING PARTNER:	COMMISSION ON AUDIT / MANUEL R. GARCIA	SEC ACCREDITATION NUMBER:	TELEPHONE NUMBER(S):
			82825309 local 214
IF ENGAGED IN MICROFINANCE BUSINESS, CHECK SERVICES		TO BE FILLED UP BY SEC PERSONNEL:	
<input type="checkbox"/> Deposits <input type="checkbox"/> Loans <input type="checkbox"/> Money Transfer	<input type="checkbox"/> Insurance Products <input type="checkbox"/> Payment Services <input type="checkbox"/> Others	INDUSTRY CLASSIFICATION CODE:	NATIONAL GEOGRAPHICAL CODE (NGC):

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NON-STOCK CORPORATION

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Corporate Name: _____

A. Is the Corporation a covered person under the Anti Money Laundering Act (AMLA), as amended? (Rep. Acts. 9160/9164/10167/10365) Yes No

Please check the appropriate box:

<p>1.</p> <p><input type="checkbox"/> a. Banks</p> <p><input type="checkbox"/> b. Offshore Banking Units</p> <p><input type="checkbox"/> c. Quasi-Banks</p> <p><input type="checkbox"/> d. Trust Entities</p> <p><input type="checkbox"/> e. Non-Stock Savings and Loan Associations</p> <p><input type="checkbox"/> f. Pawnshops</p> <p><input type="checkbox"/> g. Foreign Exchange Dealers</p> <p><input type="checkbox"/> h. Money Changers</p> <p><input type="checkbox"/> i. Remittance Agents</p> <p><input type="checkbox"/> j. Electronic Money Issuers</p> <p><input type="checkbox"/> k. Financial Institutions which Under Special Laws are subject to Bangko Sentral ng Pilipinas' (BSP) supervision and/or regulation, including their subsidiaries and affiliates.</p>	<p>4. <input type="checkbox"/> Jewelry dealers in precious metals, who, as a business, trade in precious metals</p>
<p>2.</p> <p><input type="checkbox"/> a. Insurance Companies</p> <p><input type="checkbox"/> b. Insurance Agents</p> <p><input type="checkbox"/> c. Insurance Brokers</p> <p><input type="checkbox"/> d. Professional Reinsurers</p> <p><input type="checkbox"/> e. Reinsurance Brokers</p> <p><input type="checkbox"/> f. Holding Companies</p> <p><input type="checkbox"/> g. Holding Company Systems</p> <p><input type="checkbox"/> h. Pre-need Companies</p> <p><input type="checkbox"/> i. Mutual Benefit Association</p> <p><input type="checkbox"/> j. All Other Persons and entities supervised and/or regulated by the Insurance Commission (IC)</p>	<p>5. <input type="checkbox"/> Jewelry dealers in precious stones, who, as a business, trade in precious stone</p>
<p>3.</p> <p><input type="checkbox"/> a. Securities Dealers</p> <p><input type="checkbox"/> b. Securities Brokers</p> <p><input type="checkbox"/> c. Securities Salesman</p> <p><input type="checkbox"/> d. Investment Houses</p> <p><input type="checkbox"/> e. Investment Agents and Consultants</p> <p><input type="checkbox"/> f. Trading Advisors</p> <p><input type="checkbox"/> g. Other entities managing Securities or rendering similar services</p> <p><input type="checkbox"/> h. Mutual Funds or Open-end Investment Companies</p> <p><input type="checkbox"/> i. Close-end Investment Companies</p> <p><input type="checkbox"/> j. Common Trust Funds or Issuers and other similar entities</p> <p><input type="checkbox"/> k. Transfer Companies and other similar entities</p> <p><input type="checkbox"/> l. Other entities administering or otherwise dealing in currency, commodities or financial derivatives based there on</p> <p><input type="checkbox"/> m. Entities administering of otherwise dealing in valuable objects</p> <p><input type="checkbox"/> 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)</p>	<p>6. Company service providers which, as a business, provide any of the following services to third parties:</p> <p><input type="checkbox"/> a. acting as a formation agent of juridical persons</p> <p><input type="checkbox"/> 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</p> <p><input type="checkbox"/> 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</p> <p><input type="checkbox"/> d. acting as (or arranging for another person to act as) a nominee shareholder for another person</p>
<p>7. Persons who provide any of the following services:</p> <p><input type="checkbox"/> a. managing of client money, securities or other assets</p> <p><input type="checkbox"/> b. management of bank, savings or securities accounts</p> <p><input type="checkbox"/> c. organization of contributions for the creation, operation or management of companies</p> <p><input type="checkbox"/> d. creation, operation or management of juridical persons or arrangements, and buying and selling business entities</p>	<p>8. <input type="checkbox"/> None of the above</p>
<p>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?</p>	<p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>

Describe nature of business: _____

GENERAL INFORMATION SHEET

NON-STOCK CORPORATION

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CORPORATE NAME:

DIRECTORS / OFFICERS

NAME AND CURRENT RESIDENTIAL ADDRESS	NATIONALITY	INCORPORATOR	BOARD	SEX	OFFICER	TAX IDENTIFICATION NUMBER
1. Ongsiako, Ramon Miguel H. 08 Mactan St., Magallanes Village, Makati City	Filipino	N	C	M	OTR	131-284-234
2. Seguis, Rafael E. Unit 1 Alabama, New Manila, Brgy. Kristong Hari QC	Filipino	N	M	M	N	135-871-533
3. Puyat, Gil Carlos R. 413 Duke St. Greenhills East Village Wack-Wack Greenhills, Mandaluyong City	Filipino	N	M	M	PRE and CEO	284-600-185
4. Alimangohan, Lievj Raoni B. 20 Chico St., Valle Verde I, Ugong, Pasig City	Filipino	N	M	M	OTR and COO	278-918-904
5. Manalo, Aileen SJ. 40 Annapolis St. E. Rodriguez, Quezon City	Filipino	N	M	F	N	304-354-336
6. Singson, Danilo Crisostomo V. 12A J. Abad Santos St. Santa Cruz QC	Filipino	N	M	M	N	214-638-142
7. Medina-Cue, Herman Emiliano M. 30 Arsenio Luz St., BF Homes, Parañaque City	Filipino	N	M	M	N	125-289-315
8. Viola, Kyle Omar T. L7 B3 Phase 1D Apricot Street, Greenwoods Executive Village, Pasay City	Filipino	N		M	COS and LEG	240-647-274
9. Pinga, Sharon H. Forest Ridge Subdivision, San Isidro, Antipolo City	Filipino	N		F	CFO	202-073-485
10.						
11.						
12.						
13.						
14.						
15.						

INSTRUCTIONS:

FOR SEX COLUMN, PUT "F" FOR FEMALE, "M" FOR MALE.
 FOR INCORPORATOR COLUMN, PUT "Y" IF AN INCORPORATOR, "N" IF NOT.
 FOR BOARD COLUMN, PUT "C" FOR CHAIRMAN, "M" FOR MEMBER.
 FOR OFFICER COLUMN, INDICATE PARTICULAR POSITION IF AN OFFICER, SUCH AS:

PRE - PRESIDENT
 COO - CHIEF OPERATING OFFICER
 AUD - EXTERNAL AUDITOR

CEO - CHIEF EXEC. OFFICER
 COS - CORPORATE SECRETARY
 GOV - GOVERNMENT REPRESENTATIVE

CFO - TREASURER
 LEG - LEGAL COUNSEL
 OTR - OTHERS

N - NONE

**GENERAL INFORMATION SHEET
NON-STOCK CORPORATION**

===== PLEASE PRINT LEGIBLY =====

CORPORATE NAME: APO PRODUCTION UNIT, INC.

1. INTERCOMPANY AFFILIATIONS

PARENT COMPANY	SEC REG. NO.	ADDRESS
N/A	N/A	N/A
AFFILIATE	SEC REG. NO.	ADDRESS
N/A	N/A	N/A

NOTE: USE ADDITIONAL SHEET IF NECESSARY

2. INVESTMENT OF CORPORATE FUNDS IN ANOTHER CORPORATION	AMOUNT (in PhP)	DATE OF BOARD RESOLUTION
2.1 STOCKS	N/A	N/A
2.2 BONDS/COMMERCIAL PAPER (issued by private corporations)	N/A	N/A
2.3 LOANS/ CREDITS/ ADVANCES	N/A	N/A
2.4 GOVERNMENT TREASURY BILLS	N/A	N/A
2.5 OTHERS	N/A	N/A

3. INVESTMENT OF CORPORATE FUNDS IN ACTIVITIES UNDER ITS SECONDARY PURPOSES (PLEASE SPECIFY:)	DATE OF BOARD RESOLUTION	DATE OF MEMBERS' RATIFICATION
3.1 N/A	N/A	N/A
3.2		
3.3		
3.4		
3.5		

4. FUND BALANCE (in PhP):	N/A
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5. SECONDARY LICENSE/REGISTRATION/AUTHORITY/ACCREDITATION OTHER GOVERNMENT AGENCY:

5.1 NAME OF AGENCY:	BANGKO SENTRAL NG PILIPINAS	INSURANCE COMMISSION	DEPARTMENT OF EDUCATION	COMMISSION ON HIGHER EDUCATION	TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY	DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
5.2 DATE ISSUED:	N/A	N/A	N/A	N/A	N/A	N/A
5.3 DATE STARTED OPERATIONS:	N/A	N/A	N/A	N/A	N/A	N/A

6. TOTAL ANNUAL COMPENSATION OF DIRECTORS/TRUSTEES DURING THE PRECEDING FISCAL YEAR (in PhP)	7. TOTAL NO. OF OFFICERS	8. TOTAL NO. OF RANK & FILE EMPLOYEES	9. TOTAL MANPOWER COMPLEMENT
Php 800,500.00	53	303	356

NOTE: USE ADDITIONAL SHEET IF NECESSARY


I, **Atty. Kyle Omar T. Viola**, Corporate Secretary of **APO PRODUCTION UNIT, INC.** declare under penalty of perjury that all matters set forth in this GIS have been made in good faith, duly verified by me and to the best of my knowledge and belief are true and correct.

I hereby attest that all the information in this GIS are being submitted in compliance with the rules and regulations of the Securities and Exchange Commission (SEC) the collection, processing, storage and sharing of said information being necessary to carry out the functions of public authority for the performance of the constitutionally and statutorily mandated functions of the SEC as a regulatory agency.

I further attest that I have been authorized by the Board of Directors/Trustees to file this GIS with the SEC.


I understand that the Commission may place the corporation under delinquent status for failure to submit the reportorial requirements three (3) times, consecutively or intermittently, within a period of five (5) years (Section 177, RA No. 11232).

Done this ____ day of NOV 28 2025, 2025 in Quezon City.


ATTY. KYLE OMAR T. VIOLA
(Signature over printed name)

SUBSCRIBED AND SWORN TO before me in QUEZON CITY on NOV 28 2025 by affiant who personally appeared before me and exhibited to me his/her competent evidence of identity consisting of _____ issued at _____ on _____.

Doc No. 199
Page No. 40
Book No. 178
Series of 2025


NOTARY PUBLIC
ATTY. KATHRYN T. ELEMEN
Roll No. 53549
Adm. No. NP-064 Notary Public
Notary Public for Quezon City
My Commission expires on December 31, 2026
No. 149 Fernando Poe Jr. Ave, SFDM, Paraiso, Q.C.
IBP No. 496479; Q.C.; 1-3-2025
PTR No. 7009623; Q.C.; 1-2-2025
MCLE Exemption No. VIII-BEP001477; 10-19-2022

**BENEFICIAL OWNERSHIP DECLARATION
FOR THE YEAR: 2025**

SEC REGISTRATION NUMBER: **58890**
CORPORATE NAME: **APO PRODUCTION UNIT, INC.**

Instructions:

1. Identify the Beneficial Owner/s of the corporation as described in the Categories of Beneficial Ownership in Items A to I below. List down as many as you can identify. You may use an additional sheet if necessary.
2. Fill in the required information on the beneficial owner in the fields provided for.
3. In the "Category of Beneficial Ownership" column, indicate the letter(s) corresponding thereto. In the event that the person identified as beneficial owner falls under several categories, indicate all the letters corresponding to such categories.
4. If the category is under letter "I", indicate the position held (i.e., Director/Trustee, President, Chief Executive Officer, Chief Operating Officer, Chief Financial Officer, etc.).
5. Do not leave any item blank. Write "N/A" if the information required is not applicable or "NONE" if non-existent.

"Beneficial Owner" refers to any natural person(s) who ultimately own(s) or control(s) or exercise(s) ultimate effective control over the corporation. This definition covers the natural person(s) who actually own or control the corporation as distinguished from the legal owners. Such beneficial ownership may be determined on the basis of the following:

Category	Description
A	Natural person(s) owning, directly or indirectly or through a chain of ownership, at least twenty-five percent (25%) of the voting rights, voting shares or capital of the reporting corporation.
B	Natural person(s) who exercise control over the reporting corporation, alone or together with others, through any contract, understanding, relationship, intermediary or tiered entity.
C	Natural person(s) having the ability to elect a majority of the board of directors/trustees, or any similar body, of the corporation.
D	Natural person(s) having the ability to exert a dominant influence over the management or policies of the corporation.
E	Natural person(s) whose directions, instructions, or wishes in conducting the affairs of the corporation are carried out by majority of the members of the board of directors of such corporation who are accustomed or under an obligation to act in accordance with such person's directions, instructions or wishes.
F	Natural person(s) acting as stewards of the properties of corporations, where such properties are under the care or administration of said natural person(s).
G	Natural person(s) who actually own or control the reporting corporation through nominee shareholders or nominee directors acting for or on behalf of such natural persons.
H	Natural person(s) ultimately owning or controlling or exercising ultimate effective control over the corporation through other means not falling under any of the foregoing categories.
I	Natural person(s) exercising control through positions held within a corporation (i.e., responsible for strategic decisions that fundamentally affect the business practices or general direction of the corporation such as the members of the board of directors or trustees or similar body within the corporation; or exercising executive control over the daily or regular affairs of the corporation through a senior management position). This category is only applicable in exceptional cases where no natural person is identifiable who ultimately owns or exerts control over the corporation, the reporting corporation having exhausted all reasonable means of identification and provided there are no grounds for suspicion.

COMPLETE NAME (Surname, Given Name, Middle Name, Name Extension (i.e., Jr., Sr., III))	SPECIFIC RESIDENTIAL ADDRESS	NATIONALITY	DATE OF BIRTH	TAX IDENTIFICATION NO.	% OF OWNERSHIP ¹ / % OF VOTING RIGHTS ²	TYPE OF BENEFICIAL OWNER ³ Direct (D) or Indirect (I)	CATEGORY OF BENEFICIAL OWNERSHIP
Ongsiako, Ramon Miguel H.	08 Mactan St., Magallanes Village, Makati City	Filipino	02/06/1960	131-284-234	N/A	N/A	I (Chairperson)
Seguis, Rafael E.	Unit 1 Alabama, New Manila, Brgy. Kristong Hari QC	Filipino	10/24/1939	135-871-533	N/A	N/A	I (Vice-Chairman)
Puyat, Gil Carlos R.	413 Duke St. Greenhills East Village Wack-Wack Greenhills, Mandaluyong City	Filipino	07/19/1979	284-600-185	N/A	N/A	I (President)
Alimangohan, Lievj Raoni B.	20 Chico St., Valle Verde I, Ugong, Pasig City	Filipino	08/24/1989	278-918-904	N/A	N/A	I (Executive Vice-President and General Manager)
Manalo, Aileen SJ.	40 Annapolis St. E. Rodriguez, Quezon City	Filipino	04/29/1978	304-354-336	N/A	N/A	I (Trustee)
Singson, Danilo Crisostomo V.	12A J. Abad Santos St. Santa Cruz QC	Filipino	01/27/1972	214-638-142	N/A	N/A	I (Trustee)
Medina-Cue, Herman Emiliano M.	30 Arsenio Luz St., BF Homes, Parañaque City	Filipino	07/20/1962	125-289-315	N/A	N/A	I (Trustee)

Note: This page is not for uploading on the SEC IView.

¹ For Stock Corporations.

² For Non-Stock Corporations.

³ For Stock Corporations.