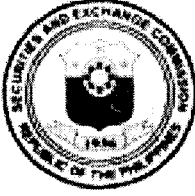




103272013000995



SECURITIES AND EXCHANGE COMMISSION

SEC Building, EDSA, Greenhills, Mandaluyong City, Metro Manila, Philippines
Tel: (632) 726-0931 to 39 Fax: (632) 725-5293 Email: mis@sec.gov.ph

Barcode Page

The following document has been received:

Receiving Officer/Encoder : Marites S. Guevarra
Receiving Branch : SEC Head Office
Receipt Date and Time : March 27, 2013 11:37:29 AM
Received From : Head Office

Company Representative

Doc Source

Company Information

SEC Registration No. 0000036359
Company Name BASIC ENERGY CORPORATION
Industry Classification
Company Type Stock Corporation

Document Information

Document ID 103272013000995
Document Type LETTER/MISC
Document Code LTR
Period Covered March 26, 2013
No. of Days Late 0
Department CED/CFD/CRMD/MRD/NTD
Remarks



March 26, 2013

SECURITIES AND EXCHANGE COMMISSION
SEC BLDG., EDSA Greenhills
Mandaluyong City, Metro Manila

Attention : **ATTY. JUSTINA F. CALLANGAN**
Director, Corporate and Finance Department

Gentlemen:

In compliance with SEC Memorandum Circular No 4 dated May 31, 2012, on the Guidelines for the Assessment of the Performance of Audit Committees of companies listed on the Exchange, we are pleased to submit to you our latest Self-Assessment Worksheet for January 31, 2013.

We hope you find our submission in compliance with SEC Memorandum Circular No. 4 dated May 31, 2012.

Thank you and best regards.

Very truly yours,


ANGEL P. GAHOL
AVP-Asst Corporate Secretary/
Compliance Officer

COVER SHEET

3 6 3 5 9

SEC Registration Number

B A S I C E N E R G Y C O R P O R A T I O N

(Company's Full Name)

7 t h F L o o R , B a s i c P e t r o l e u m

B u i l d i n g , C . P a l a n c a , J r . S t r e e t ,

L e g a s P i V i l l a g e , M A K a t i C i t y

(Business Address: No. Street City/Town/Province)

Atty. Angel P. Gahol

(Contact Person)

(632) 817-8596 & 98

(Company Telephone Number)

1 2 3 1

Month Day
(Calendar Year)

1 7 - C

(Form Type)

Month Day
(Annual Meeting)

Not Applicable

(Secondary License Type, If Applicable)

CFD

Dept. Requiring this Doc.

Not Applicable

Amended Articles Number/Section

Total No. of Stockholders

Domestic

Foreign

To be accomplished by SEC Personnel concerned

File Number

LCU

Document ID

Cashier

STAMPS

Remarks: Please use BLACK ink for scanning purposes.

**AUDIT COMMITTEE
 SELF-ASSESSMENT WORKSHEET
 Date: January 31, 2013**

Responsibilities under the Code of Corporate Governance	Committee Activities	State if this is part of the Audit Committee Charter (Yes or No)	State if this has been/is being implemented (If yes, cite the reference document)	Follow-Up Actions Needed
I. Setting of Committee Structure and Operations				
	1. Evaluation of the size of the Committee	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
	2. Measures to ensure independence of the Committee from Outside Parties	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	3. Evaluation of qualifications, skills and attributes of members of the Committee Chairman and members	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	

	4. Evaluation of financial knowledge of members	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
	5. Adoption of a Succession Plan for members and the Chairman of the Committee	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	6. Establishment of Rules of Procedures in meetings of the Committee	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	7. Establishment of reporting system to the Board and issuance of certifications on critical compliance issues	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	8. Evaluation of performance of the Committee and its members	Yes	Done- January 31, 2013	
	9. Evaluation of Resources of the Committee including access to outside advisors	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	10. Adoption of a training program for members of the Committee	Yes		Programmed for 2013

II. Oversight on Financial Reporting and Disclosures				
	1. Evaluation of extent of understanding by the Committee members of the Company's business and industry in which it operates	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
	2. Compliance with financial reporting regulations	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
	3. Recognition of Management's responsibility over the financial statements	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
	4. Determination of appropriateness of accounting policies adopted by Management	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
	5. Determination of reasonableness of estimates, assumptions, and judgments used in the preparation of financial statements	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
	6. Identification of material errors and fraud, and sufficiency of risk controls	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	

	7. Actions or measures in case of findings or error or fraud in financial reporting	Yes	None-no errors or fraud found in financial reporting	
	8. Review of unusual or complex transactions including all related party transactions	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
	9. Determination of impact of new accounting standards and interpretations	Yes	Done (Refer to Matters discussed at the SGV Audit Planning Meeting on 10.17.12)	
	10. Assessment of financial annual and interim reports as to completeness, clarity, consistency and accuracy of disclosures of material information including on subsequent events and related party transactions	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
	11. Review and approval of Management's representation letter before submission to the external auditor	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
	12. Adoption of communications lines/system of the Audit Committee with legal counsel covering litigation, claims, contingencies or other significant legal issues that impact financial statements	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	

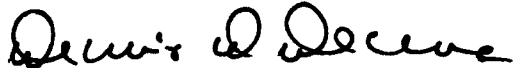
	13. Fair and balance review of financial reports	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
	14. Assessment of correspondence between the Company and regulators regarding financial statement filings and disclosures	Yes	Done (Minutes of AuditCom Meeting on 3.28.12)	
Oversight on Risk Management and Internal Controls				
	1. Obtaining Management's assurance on the state of internal controls.	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	2. Review of internal auditor's evaluation of internal controls	Yes		For review in July, 2013
	3. Evaluation of internal control issues raised by external auditors	Yes		For review in July, 2013
	4. Assessment of control environment including IT systems and functions	Yes		For review in July, 2013
	5. Setting a framework for fraud prevention and detection including whistle-blower program	Yes		For review in July, 2013
	6. Deliberation on findings of weaknesses in controls and reporting process	Yes		For review in July, 2013
	7. Understanding and assessment of identified risks	Yes		For review in July, 2013
	8. Evaluation of sufficiency and effectiveness of risk management processes and policies	Yes		For review in July, 2013
	9. Preparation/implementation of a Business Continuity Plan	Yes		For review in July, 2013
	10. Promotion of risk awareness in the organization	Yes		Programmed for the second half of 2013

Oversight on Management and Internal Audit				
	1. Evaluation of compliance with the Code of Conduct for management	Yes		For review in July, 2013
	2. Adoption of communications lines/system with Management and internal auditor	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	3. Assessment of adequacy of resources and independence of Internal Auditor	Yes		For review in July, 2013
	4. Prescribing the Qualifications of an Internal Auditor	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	5. Determination of whether internal audit function will be undertaken in-house or outsourced	Yes	Done- Outsourced (Service Agreement with RSBernaldo & Associates dated 12.10.12)	
	6. Compliance with International Standards on the Professional Practice of Internal Auditing	Yes		For review in July, 2013
	7. Review and approval of internal audit annual plan	Yes		For approval end February, 2013
	8. Review of extent and scope of internal audit work	Yes		For approval end February, 2013
	9. Prescribing and implementation of the reporting process	Yes		For approval end February, 2013

Oversight on External Audit				
	1. Assessment of the independence and professional qualifications and competence of external auditor	Yes	Done (Minutes of AuditCom Meeting on 03.28.12)	
	2. Engagement and rotation process of external auditor or auditing firm	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	3. Review and approval of scope of work and fees of external auditor	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	4. Assessment of non-audit services	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	5. Understanding disagreements between the auditor and Management	Yes	There are no disagreements between the auditors and Management	
	6. Actions on the findings of external auditor	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	7. Evaluation of Management's competence regarding financial reporting responsibilities including aggressiveness and reasonableness of decisions	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	

	8. Evaluation of performance of external audit-reappointment and resignation	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	9. Compliance by the external auditor with auditing standards	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	
	10. Determination of completeness and timeliness of communications with external auditor as to critical policies, alternative treatments, observations on internal controls, audit adjustments, independence, limitations on the audit work set by the Management that affect the audit and financial reporting.	Yes	Done (Minutes of AuditCom Meeting on 10.02.12)	

Submitted by:
AUDIT COMMITTEE:



DENNIS D. DECENA
Vice Chairman