



ADMINISTRATIVE ORDER NO. 20-001-*js*
Series of 2020
27 October 2020

**SUBJECT: CAGAYAN SPECIAL ECONOMIC ZONE AND FREEPORT (CSEZFP)
IMPLEMENTING RULES AND PROCEDURES ON THE GRANT OF CEZA
INVESTOR'S RESIDENT VISA (CIRV)**

Pursuant to the provisions of Republic Act NO. 7922 otherwise known as the Cagayan Special Economic Zone Act of 1995 and in consonance with Commonwealth Act No. 613, also known as the Philippine Immigration Act of 1940, as amended; the Alien Registration Act of 1950, including other pertinent laws and provisions, the following rules and procedures are hereby promulgated for the guidance and compliance of all foreign nationals who are interested to invest or have already established a business enterprise within the Cagayan Special Economic Zone and Freeport:

PRELIMINARY PROVISIONS

SECTION 1. Statement of Policy. -

The CEZA, by virtue of RA 7922, is mandated to actively encourage, promote, induce and accelerate a sound and balanced industrial, economic and social development in the CSEZFP in order to provide jobs to the people, increase their productivity and their individual and family income, and thereby improve the quality of their living condition.

So as to effectively attract legitimate and productive foreign investments, RA 7922 grants the CEZA the authority to regulate the entry, immigration, departure and emigration of persons within the CSEZFP in coordination with the Bureau of Immigration and to issue the necessary visa to foreign nationals.

SECTION 2. Definition of Terms. -

- a) **RA 7922** – Republic Act 7922, otherwise known as the “Cagayan Special Economic Zone Act of 1995”.
- b) **CEZA** – Cagayan Economic Zone Authority, a government corporate body established pursuant to R.A. 7922.
- c) **CSEZFP** – refers to Cagayan Special Economic Zone and Freeport defined in Section 3 of RA 7922 as a separate customs territory covering the entire area embraced by the Municipality of Sta. Ana and the islands of Fuga, Barit and Mabbag in the Municipality of Aparri, all in the Province of Cagayan.



- d) **CEZA Enterprise/Locator** – refers to any sole proprietorship, partnership, corporation, association or other form of business entity, duly registered with and/or licensed by the CEZA to engage in any lawful economic activity within the CSEZFP.
- e) **Certificate of Registration and Tax Exemption** – refers to the document issued by CEZA as evidence that the business entity is registered as a CEZA Enterprise.
- f) **Authorized Representative/Agent** – refers to person and/or entity authorized by the CEZA Enterprise Board of Directors to transact with the CEZA Visa Section on the CIRV applications and all transactions with connection hereto.
- g) **BI** – refers to the Bureau of Immigration.
- h) **NICA** – refers to the National Intelligence Coordinating Agency.
- i) **Foreign National** – refers to a natural person who is not a citizen of the Philippines or a juridical person organized, authorized or registered under the laws of any foreign country.
- j) **CWV Section** - refers to the office in CEZA responsible for the visas issued by CEZA. It is also responsible for the enforcement to all CEZA Enterprises of all immigration laws in the Philippines.
- k) **CWV** – refers to CEZA Working Visa.
- l) **CIRV** - refers to the CEZA Investor’s Resident Visa.
- m) **CDV** – refers to CEZA Dependent’s Visa issued to CWV and CIRV Holders’ dependent
- n) **GAF** – refers to the CEZA General Application Form.
- o) **ACR** – refers to the Philippine Alien Certificate of Registration.
- p) **CIRV ID** – refers to the identification card issued to CIRV holders.
- q) **BI Clearance Certificate** – refers to the procedure of the Bureau of Immigration wherein the BI shall certify if a foreigner does not appear on its Hold Departure, Blacklist, Watch list and/or Intelligence Derogatory Records.
- r) **NICA Clearance** – refers to the clearance issued by NICA.

RULE I NATURE OF THE VISA

SECTION 1. Nature of Visa. - The CEZA Investor’s Resident Visa (CIRV), issued pursuant to the provisions of Republic Act No. 7922, otherwise known as the Cagayan Special

Economic Zone Act of 1995, CEZA Circular No. 01-97 or the Rules Implementing The Cagayan Special Economic Zone Act of 1995, and these Implementing Rules and Regulations, shall entitle the holder to reside in the CSEZFP, for an indefinite period as long as the required qualifications and investments are maintained as provided for in Section 4 (e) of RA 7922 and Article IX, Section 75 of the IRR.

SECTION 2. Persons Entitled to the Visa. - Any foreign national, at least twenty-one (21) years of age, who meets the qualifications provided for in Section 4 (e) of RA 7922 and these Implementing Rules, may be issued the CEZA Investor's Resident Visa (CIRV), except nationals of countries determined by the Department of Foreign Affairs not entitled to be granted a visa to the Philippines.

The spouse and the unmarried children under twenty-one (21) years of age of the applicant may also be issued the same visa.

SECTION 3. Allowable Forms of Investment. - For purposes of securing a CIRV and as provided for under in Section 4 (e) of RA 7922 and as implemented by Section 75 of CEZA Circular No. 01-97, the investment in the amount of not less than ONE HUNDRED FIFTY THOUSAND US DOLLARS (US\$150,000.00) or its equivalent, may be in the form of the following:

- a) Establishment of a business or other direct investment within the Cagayan Special Economic Zone and Freeport (CSEZFP);
- b) A cash grant or interest-free loan to the CEZA or to a CEZA-registered business establishment for the purpose of renovation, construction or expansion of buildings, equipment structures, or appurtenances for capital improvement purposes; or
- c) A donation in kind to the CEZA or a CEZA-registered business establishment for capital investment purposes.

RULE II APPLICATION AND ISSUANCE OF VISA

SECTION 1. Filing of Applications. - The application for a CEZA Investor's Resident Visa may be filed with:

- a. The Cagayan Economic Zone Authority through its offices in Santa Ana and Tuguegarao City in Cagayan Province or Mandaluyong City, Metro Manila or through online portal;
- b. The Philippine Embassy or Consulate in the applicant's home country or place of residence; or
- c. The embassy or consulate nearest thereto in the absence of the foregoing.

All applications must be accompanied by all the required supporting documents otherwise the same shall not be officially accepted for processing.

SECTION 2. Documentary Requirements. – The following documents shall be attached to every application for CIRV:

- a. Application form duly filled up and notarized, with recent photographs;
- b. Clearance from the National Intelligence Coordinating Agency (NICA) together with a clearance from the equivalent law enforcement agency of the applicant's country or place of residence, competent to give information about any criminal record that applicant may have indicating that the applicant has not been convicted by final judgment of a crime involving moral turpitude; The expiration date of said clearances should not be before six (6) months from date of filing of application;
- c. Medical certificate issued by the Department of Health (DOH), any government hospital or health facility, or any licensed and accredited hospital, medical center, or laboratory or the equivalent thereof in the applicant's home country, duly authenticated by the Philippine Embassy or Consulate thereon, certifying that the applicant is physically and mentally fit; The expiration date of said certification should not be before six (6) months from date of filing of application;
- d. Copy of the Certificate of Registration and Tax Exemption of the CEZA-registered enterprise and the company's SEC Registration and latest General Information Sheet;
- e. Valid proof of investment:
 - i. Certified true copy of stock certificate issued to the applicant or a notarized deed of grant or donation of cash in the amount of not less than US\$ 150,000.00 from any CEZA-registered enterprise
 - ii. Notarized Certification under oath from the duly authorized officer(s) of a CEZA-registered enterprise as to capital investment in the form of machineries, equipment and/or building or structures in the amount not less than US\$ 150,000.00 or its equivalent; official receipt, importation permit or any other documentary evidence must be attached to the certification;
 - iii. Proof of inward remittance of at least US\$ 150,000.00 or its equivalent
In all cases, inward remittances shall not be made earlier than six (6) months prior to the filing of the application;
- f. For the dependents and/or spouse of the CIRV applicant:
 - i. Birth certificate/family registry/household registry duly authenticated by the Philippine Consulate/Embassy located in the applicant's home country or the applicant's embassy in the Philippines; and
 - ii. Marriage contract duly authenticated by the Philippine Consulate/Embassy located in the applicant's home country or the applicant's embassy in the Philippines.
- g. Clearance from the Bureau of Immigration (BI)

SECTION 3. Endorsement of Applications Filed with Philippine Embassy/Consulate to CEZA. – An application, and its attachments filed with the Philippine Embassy/Consulate shall be endorsed by said Embassy/Consulate to the CEZA for evaluation and issuance of CIRV application. The CIRV shall be re-endorsed to the Philippine Embassy/Consulate concerned through the DFA Consular Office for release to the applicant.

SECTION 5. Grant of Visa. - Upon compliance with the requirements of these rules, thorough evaluation of the application and its supporting documents and after verification by the Bureau of Immigration of the applicant's derogatory records and relevant travel information, the applicant shall be issued a multiple entry CIRV.

SECTION 6. Release of Passports. - The applicant shall personally claim his/her passport with the CIRV from the CEZA Visa Section or the concerned Philippine Embassy/Consulate where he/she filed the CIRV application.

SECTION 7. Issuance of CIRV ID - The CEZA Visa Section shall issue CIRV identification cards only to CIRV holders valid for one (1) year, renewable yearly. Such ID shall exempt the holder from securing the Special Return Certificate (SRC), Alien Certificate of Registration (ACR) and Emigration Clearance Certificate (ECC) from the Bureau of Immigration for purposes of travel abroad.

RULE III MONITORING REQUIREMENTS

SECTION 1. Book of Registry; Tracking System. - The CEZA Visa Section shall maintain a registry of all CIRV holders and shall submit a monthly report of issued CIRV to the Bureau of Immigration.

SECTION 2. Annual Report. - At least one month before his CIRV identification card expires, the CIRV holder shall file a sworn report with the CEZA Visa Section, supported by the following documents:

- a. SEC General Information Sheet for the ensuing year;
- b. Certification under oath from the Corporate Secretary that the CIRV holder is a stockholder of record and is in good standing and the amount of investments has not been reduced below the amount provided in the Rules;
- c. Valid CRTE;
- d. Proof of registration with the BIR;
- e. Copy of corporate income tax return filed with the BIR with official receipt of income tax payment, if applicable; and
- f. Copy of the individual tax return of the CIRV holder filed with the BIR with official receipt of income tax payment, if applicable.

Failure to timely file the foregoing documents/reports shall subject a CIRV holder to a fine/penalty and/or constitute a ground for the cancellation of his/her visa and/or his/her inclusion in the CIRV blacklist. Furthermore, his identification card shall not be renewed.

**RULE IV
DISAPPROVAL OF APPLICATION**

SECTION 1. Grounds for Disapproval of Application –

- a. Failure to meet any of the minimum qualification requirements provided by law and these rules.
- b. Fraudulent misrepresentation on the part of the applicant or his authorized agent relative to the data submitted in support of his/her application.
- c. Submission of falsified or spurious documents in support of his/her application.

**RULE V
CANCELLATION/REVOCATION OF VISA**

SECTION 1. Grounds for Cancellation/Revocation of CIRV -

- a. Failure to maintain the qualifications as a holder of the CEZA Investor's Resident Visa as provided in RA 7922 and these rules.
- b. Violation of any of the provisions of RA 7922 and these rules.
- c. Violation of existing laws of the Republic of the Philippines

SECTION 2. Cancellation of Dependent's Visa. - The visa of a dependent of the CIRV holder shall be co-terminus with that of the principal and/or be automatically cancelled upon his/her reaching 21 years of age and/or upon marriage.

**RULE VI
FEES, FINES AND PENALTIES**

SECTION 1. Fees and Fines - The following schedule of filing fees and fines for late and/or non-submission of reports shall be collected by CEZA:

Schedule of Fees

- | | |
|---|-------------|
| a. Application Fee | US\$ 200.00 |
| b. Issuance of CIRV Identification Card | US\$ 200.00 |
| c. Certifications/other requests which need documentary outputs | PhP 500.00 |

Fine For failure to submit annual reports on time: Basic fine of one thousand pesos (Php1,000.00) plus a daily fine of one hundred pesos (Php100.00) until compliance.

The above fees and fines are without prejudice to the imposition of other fees, fines and penalties the Bureau of Immigration (BI) and the Department of Foreign Affairs (DFA) are authorized to impose under their respective mandates.

**RULE VII
FINAL PROVISIONS**

SECTION 1. Separability Clause. – If any of the provisions or part of this rules and procedures or the application thereof is held invalid by the Courts, the remaining valid provisions shall not be affected.

SECTION 2. Effectivity. – These implementing rules and procedures shall take effect immediately.


SEC. KAUL L. LAMBINO
Administrator and Chief Executive Officer



Comparative Fees for Investor's Visa:

1. Board of Investors (BOI)

Principal/Dependent - - - US\$ 300.00

(BI fees: Principal - PhP 10,110.00
Dependent - PhP 9,360.00)

2. Subic – Clark (SBMA & CDC)

Principal/Dependent - - - US\$ 50.00

(BI fees: Principal - PhP 7,970.00
Dependent - PhP 6,970.00)

3. AFAB

Principal/Dependent - - - US\$ 50.00

(BI fees: Principal - PhP 6,960.00
Dependent - PhP 6,460.00)

4. PRA (Special Resident Retiree's Visa)

Processing Fee (one-time)
Principal - - - US\$ 1,400.00
Dependent - - -US\$ 300.00

Annual Fee (Principal & 2 dependents) US\$ 360.00