




PHILIPPINE ECONOMIC ZONE AUTHORITY

MEMORANDUM CIRCULAR NO. 2020-0017

TO : ALL PEZA-ACCREDITED SERVICE ENTERPRISES
(CUSTOMS BROKERS, FREIGHT FORWARDERS, TRUCKERS,
SECURITY AGENCIES)
ALL PEZA-REGISTERED ENTERPRISES
ALL PEZA ZONE ADMINISTRATORS / ZONE MANAGERS/ OIGs

FROM : BGen CHARITO B. PLAZA MNSA, PhD 
Director General

DATE : 25 March 2020

SUBJECT : EXTENSION OF THE VALIDITY OF LETTERS OF AUTHORITY (LOA)
OF PEZA-ACCREDITED SERVICE ENTERPRISES

In view of the enhanced community quarantine (ECQ) being implemented in the National Capital Region (NCR) and the entire of Luzon island, and the Presidential Proclamation of a State of Public Health Emergency and State of Calamity throughout the Philippines in order to prevent the spread of COVID-19, all accredited service enterprises *i.e.*, customs brokers, freight forwarders, and truckers/haulers, including those servicing PEZA-registered enterprises in the Visayas and Mindanao, with expired or expiring Letters of Authority (LOA) during the period of the ECQ are advised that their respective LOAs are hereby automatically extended, subject to the same terms and conditions of their existing LOAs, and to the following:

A. Customs Brokers and Freight Forwarders

- Validity of LOAs is extended **until 30 June 2020**; provided that their respective licenses as customs broker and freight forwarder issued by the respective regulatory-issuing government agency are valid within the said period;

B. Truckers/Haulers

- Validity of LOAs are extended until **30 June 2020** provided that their respective Franchise / Provisional Authority issued by LTFRB is valid within the said period.

C. Security Agencies

- To security agencies that are not covered by Registration Agreements, validity of their certification to operate with PEZA enterprises is extended until **30 June 2020**; provided that their respective PNP License to Operate is valid within the said period.

The aforesaid PEZA-accredited service enterprises are further advised of the following:

1. Corresponding applications for renewal of the LOAs which expired during the period of ECQ in Luzon shall be submitted to PEZA within fifteen (15) days from the lifting of the ECQ; and in the event that the ECQ is implemented in Visayas and Mindanao or in certain areas thereof, within fifteen (15) days from lifting of said ECQ.

2. Those which received already their LOAs during the ECQ via email may **pay the franchise fee and submit proof of payment of the surety bond within seven (7) days from the lifting of the ECQ**. An Order of Payment shall be issued to the enterprise via email.
3. The service enterprises shall render PEZA free and harmless from liability, responsibility, claims or payment resulting from their operations including that of their employees, including any liability in the event of any issues arising in case the service enterprise continued to handle PEZA clients even without a valid license from its regulatory-issuing government agency.

Further, all Zone Administrators, Zone Managers/Officers-in-Charge are hereby directed to suspend the requirement of PEZA stickers in their respective economic zones until fifteen (15) days from lifting of the official lifting of the Enhanced Community Quarantine, in order to ensure the unhampered movement of goods.

For your guidance.

HOA/RVSS/cvc

