

**PHILIPPINE ECONOMIC ZONE AUTHORITY
ENTERPRISE REGULATIONS DEPARTMENT**

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**REQUIREMENTS FOR PIONEER APPLICATION
(IT Project)**

REQUIREMENTS:

- Letter request addressed to the Director General re: application for Pioneer Status;
- Detailed *justifications/explanation* as to why the project or technology (for software development) merits Pioneer Status;
- Notice of Start of commercial operations duly attested by the PEZA Zone Manager for the IT project being applied for Pioneer Status;
- Detailed description of the IT project applied for pioneer status (for software development);
- Detailed discussion of the process and the technology used with pictures of each stages of the processes (for software development);
- Lapsing schedule of fixed assets acquisition and working capital for the first year of operations;
- Detailed list of IT equipment duly inspected and certified by the PEZA Zone Office;
- Summary of Patents, if any (include Patent #, place/date of issue, abstract)
- Corporate Social Responsibility (CSR) projects/programs/activities undertaken by the company;
- Notarized certification of foreign training programs conducted (if any) indicating list of personnel sent, description of training, present assignment in the company and training cost incurred duly certified by the company;
- Projected income statements for the 5th and 6th years of its operations;
- Copy of the O.R for application fee for conversion from Non-Pioneer to Pioneer Status amounting to PHP2,400;
- Applicant must have no outstanding accounts with PEZA and up to date in submission of its reportorial requirements, annual report and yearly audited financial statements.

Criteria for Pioneer Status:

Based on the 2009 Investments Priorities Plan (IPP):

1. Introduces a major innovation in technology; or
2. With project cost of at least the Philippine Peso equivalent of US\$5.0 Million (excluding cost of land and building) to be put up during the first year of operations.

Note: The ITH incentive for non-pioneer status needs to be validated first before the application for Pioneer Status is processed.