




# PHILIPPINE ECONOMIC ZONE AUTHORITY

## MEMORANDUM CIRCULAR NO. 2021-030

**FOR :** ECONOMIC ZONE DEVELOPERS/ENTERPRISES  
ECONOMIC ZONE ADMINISTRATORS/MANAGERS/OICs

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

**DATE :** 03 May 2021

**SUBJECT :** ADVISORY ON TRAVEL BAN EXEMPTIONS,  
GUIDELINES AND PROCEDURES

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Pursuant to the IATF Resolution No. 113 Series of 2021 dated 29 April 2021, and the recent Advisories issued by the Bureau of Immigration (BI) and the Department of Foreign Affairs - Office of the Consular Affairs (DFA-OCA), be advised of the following rules on the travel of Foreign Nationals (FNs) into the country and the procedures implemented in processing of travel ban exemptions by the DFA-OCA:

- Beginning 01 May 2021, the foreign nationals allowed under previous IATF resolutions shall be allowed to enter the Philippines subject to the following conditions:

1. With valid and existing visa at the time of entry, except for those qualified under the Balikbayan program under Republic Act No. 6768 or the Act Instituting the Balikbayan Program;
2. With pre-booked accommodation for at least seven (7) nights in an accredited quarantine hotel/facility;
3. COVID-19 testing at the quarantine hotel/facility on the sixth (6th) day from date of arrival; and
4. Subject to the maximum capacity of inbound passengers at the port and date of entry.

Travel restrictions imposed by IATF Resolution No. 112 (s.2021) issued on 27 April 2021 shall continue to be in force **(travel from India)**.

- Effective 03 May 2021, the DFA-OCA will implement the new guidelines for streamline processing of requests for exemption from the temporary suspension of visa issuance Endorsed and submitted on-line by the National Government Agency (NGA)/PEZA, following strict compliance to submission of complete requirements in the required Form.

In this light, applicant-company must submit to PEZA the following:

- a. Request letter from the company/individual specifying the purpose of entry;
- b. Copy of the passport date page of the foreign national/s requesting entry;
- c. Copy of the foreign national's valid visa (if applicable);
- d. Copy of corporate papers of the company (if applicable)
- e. Updated excel form (attached)

**Please submit these documents in a single PDF file, using a file minimizer to compress file size and minimize storage consumption.**

DFA advised that due to limited manpower and alternative work arrangement due to the pandemic, on-line access to DFA-OCA on this transaction will only be from Monday to Friday, 9:00 am to 3:00 pm, which may even be terminated earlier than cut-off time of 3:00 pm once DFA-OCA receives its daily limit of endorsed requests of **100**.

DFA-OCA likewise enjoins Foreign Nationals **to finalize their travel itineraries only after receipt of their entry exemption documents and visas.**

- On the Letters to the Bureau of Immigration (LBI) issued by the DFA:

LBI without expiration issued by DFA prior to 08 February 2021 will no longer be accepted for entry starting on **01 June 2021**. FNs who are still holding said LBIs that remain unused must enter the country before 01 June 2021 to be able to use the said entry exemption document for visa application and entry to PH.

DFA will not extend the validity of LBIs. FNs who fail to use their LBIs within the 90-day validity will have to request for a new entry exemption document / LBI.

For information and guidance of all concerned.

**DTS 1522-2021-00280**