

**PHILIPPINE ECONOMIC ZONE AUTHORITY  
ENTERPRISE REGULATIONS DEPARTMENT**

Tel. Nos. 551-3457 local 418 / 551-3459; Fax No. 551-3456; e-mail: erd@peza.gov.ph

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

**REQUIREMENTS:**

- Letter request addressed to the Director General re: application for Pioneer Status.
- Detailed *justifications/explanation* as to why the product or technology merits Pioneer Status.
- Notice of Start of Commercial Operations duly attested by the Zone Manager for the products being applied for Pioneer Status.
- Detailed description of the products applied for pioneer status specifying the products features, uses/ applications with pictures/samples.
- Description of the component parts of the products and its sources (local/ imported/ manufactured by applicant).
- Detailed discussion of the manufacturing process and the technology used with pictures of each stage of the processes.
- Detailed discussion of machineries and equipment used indicating the model of the machine, technical specification, capacity and specific function in the manufacturing process; (with pictures).
- Summary of patents, if any.
- Corporate Social Responsibility (CSR) projects/programs/activities undertaken.
- 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 5<sup>th</sup> and 6<sup>th</sup> years of its operations.
- Copy of Environmental Compliance Certificate (ECC) issued by the EMB-DENR.
- Notarized certification from the company that its present volume (specify actual volume) does not exceed the production capacity set by the DENR.
- Export sales generated upon start of commercial operations for the product applied for pioneer status, number of workers hired, total payroll and income taxes paid by these workers, total local purchases.
- Payment to local subcontractors, if any
- Application fee for conversion from Non-Pioneer to Pioneer Status amounting to PHP2,400. O.R. No. \_\_\_\_\_ dated \_\_\_\_\_.
- 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.
- Ocular Inspection (to be scheduled)
- Consultations: BOI \_\_\_ SBMA \_\_\_ CDC \_\_\_  
Others \_\_\_\_\_

**Criteria for Pioneer Status:**

1. The product should be "new" and has never been produced in the Philippines on a commercial scale. Further, the enterprise should be engaged in the manufacture, processing or production of said product and not merely in the assembly or packaging thereof.

*"Manufacturing/Processing/Manipulation" shall mean the process by which raw or semi-finished materials are converted into a new product through a change in their physical, mechanical or electromagnetic and/or chemical properties (Rule I, Section 2.kk of the PEZA Rules).*

2. The technology should be new and untried in the Philippines.