



# Philippine Economic Zone Authority

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MEMORANDUM CIRCULAR NO. 2005 045 *egb*

TO : PEZA-Registered Economic Zone Enterprises  
Economic Zone Administrators/ Managers  
FROM : Director General LILIA B. DE LIMA *Lilia B. de Lima*  
SUBJECT : Electronic Import Permit System (e-IP) Pilot test  
DATE : 14 November 2005

The following Solution Providers have been authorized to conduct pilot test of the PEZA Electronic Import Permit System (e-IP):

- a. E-Konek Pilipinas Inc. (E-Konek)
- b. InterCommerce Network Services Inc. (INS)

The Electronic Import Permit System (e-IP) will simplify procedures in the processing of applications for import shipments of PEZA-registered economic zone enterprises with tax and duty-free importation incentives. The e-IP will enable a PEZA-registered enterprise ("Enterprise") to file electronic Import Permit Application and print system-generated electronic Import Permit for import shipment that is directly related to their registered activity and included in an approved list of items for tax and duty-free importation. The e-IP will also allow electronic payment (e-payment) of import permit application fees.

For the pilot test of the e-IP the following procedures will be implemented.

1. Interested Enterprise will inform the preferred Solution Provider of their intent to participate in the pilot test and arranges for a briefing and familiarization with the said Solution Provider. The copies of the authorization and summary profiles of the Solution Providers are in attachments 1 and 2.
2. The Enterprise informs the PEZA Zone Manager/Administrator of their intent to participate in the pilot test and submits in MS Excel format the list of importables containing the following basic information:

<b>Technical Description of the Items</b> (General Description of the item as contained in invoices and waybills)	<b>8-digit HS Code</b>  <b>Example Description:</b> Heading 8534 : printed circuits Tariff Code 8534.00.90 : others  [Note: Only the 8-digit code is to be reflected in the list of importables; no need to indicate the HS Code description]
PCB BARE BOARD	8534.00.90

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*President Gloria Macapagal-Arroyo*

The Enterprise shall be responsible for the accuracy of the list of importables and the 8-digit HS Code. Additional information per item such as supplier code, item code or part number may be included as deemed fit by the Enterprise. The list of importables in the pilot test will be limited to production raw materials, spare parts, supplies, machineries, equipment and computer equipments/software/ accessories only for I.T. enterprises. Construction related materials, special machines and equipment that are subject to Letter of Authority and those covered by Open Import Permits will be excluded. The enterprise will submit two sets (in hard and soft copies) of the list of importables within seven (7) days prior to the target electronic application by the Enterprise.

3. The Zone Manager/Administrator reviews and approves the list of importables and endorses one (1) set of the approved list in hard and soft copies to the PEZA Head Office-MIS Department within four (4) days upon submission by the Enterprise. The MIS Department will upload the approved list into the MIS database and subsequently transmits a copy to the Solution Provider.
4. The PEZA Head Office-MIS Department conducts hardware installations, test for internet connection, and coordinates with the Solution Provider for the training of staff of the PEZA Zone Office and the Locator Enterprise.
5. The Solution Provider coordinates with the Enterprise on requirements for registration with the PEZA e-IP and e-payment schemes. The Solution Provider notifies the PEZA Zone Manager/ Administrator and the Enterprise when the first import permit application can be lodged electronically.

During the pilot test of the e-IP, the existing application fees shall apply, and the manual system and Open Import Permit procedures shall continue to be implemented in all PEZA Zones.

For dissemination.



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## AUTHORIZATION

PEZA is authorizing, herewith, E-Konek Pilipinas Inc. (E-Konek) and InterCommerce Network Services, Inc. (INS), PEZA to conduct pilot tests with PEZA-registered economic zone locator enterprises the Automated Import Permit Systems (AIPS) they have developed separately, subject to the following conditions:

1. E-Konek and INS shall use the PEZA Barcodes in the printing of hard copies of Auto IPs, as soon as these are developed and made available
2. E-Konek and INS shall integrate other components of the AICTS as indicated in JMO No. 01-2001 and JMO 02-2005, as soon as the BoC completes the development of these components

Issued on the 15<sup>th</sup> of July, 2005 at the PEZA Head Office, Pasay City.

LILIA B. DE LIMA  
Director General

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*President Gloria Macapagal-Arroyo*

## SUMMARY PROFILE OF SOLUTION PROVIDERS

2005 C45  
*edp*

Parameters	InterCommerce	E-Konek
<b>1 Contact Details Officers</b>  E-mail  Website Telephone Affiliated Companies	Francis Lopez Alex de Guzman Kristine Feranil  flopez@intercommerce.com.ph adeguzman@intercommerce.com.ph kferanil@intercommerce.com.ph <a href="http://www.intercommerce.com.ph/">http://www.intercommerce.com.ph/</a> 8438050 Global eXchange Services (GXS) -formerly GE Information Services eSkylink.com (VAN/Taiwan) IC Technologies	Thelma Sotto Jowie Pilac Sandy Saguin  tsotto@ekonek.com jpilac@ekonek.com ssaguin@ekonek.com <a href="http://www.ekonek.com/">http://www.ekonek.com/</a> 8794369 Lina Group of Companies  Webb Fontaine Pilipinas, Inc.
<b>2 Data Requirements for Enrolment</b>	"Layman's" Description of Importable Item 8-digit HS/AHTN CODE Supplier Code Item Code Part Number	"Layman's" Description of Importable Item Item Code (optional) 8-digit HS CODE (mandatory) Locator Registration Profile
<b>3 Hardware and Software Requirements</b>	Internet Browser: ie InternetExplorer, MozillaFirefox, etc. PC InterCommerce CWS: Import Permit bundled with Import Entry, Export Declaration - via RosettaNet or EDI	Internet Explorer  PC VPN client (provided by E-konek)
<b>4 E-Payment</b>	G-Cash Landbank Unionbank RCBC	G-Cash RCBC Landbank
<b>5 Cost of Service</b>	Free for the Pilot Run	Free for the Pilot Run
<b>6 Additional Features</b>	Integrated with Import Entry Module (Consumption, warehousing and upon BoC approval, Transshipment Entry), i.e create Import Entry from Import Permit data, for submission to Customs ACOS/Asycuda  Compliance to BoC Document Retention Requirement Online Visibility of Trade Transactions via WebCWS (Import Entry, Import Permit and Export Declaration as lodged by brokers and forwarder), to importers and exporters  SMS Alert Notification Option to adopt XML/RosettaNet, EDI or other messaging standards Option to integrate CWS with back office systems eg. Freight Management System, Financials System, WMS, etc., to be able to reuse Invoice or Pre-Alert Data	Can be accessed using AEDS workstation; importers can avail of other e-governance services in the E-Konek portal  Highly secure thru the use of VPN  Transactions visible to stakeholders in accordance with user functions  SMS Alert Notification (if required by Importer) New version will be fully compatible with BOC AsycudaWorld system System extends to arrival of import shipment at the PEZA gate; removes requirement for "come-back" copy of the Cargo Transfer System