

**[ CEZA ADMINISTRATIVE ORDER NO. 002, S.  
2000, May 04, 2000 ]**

**INTERIM GUIDELINES FOR ISSUANCE OF RESIDENT, EMPLOYEE  
VISAS AND/OR WORK PERMITS**

Pursuant to Section 4 (e) of Republic Act 7922, otherwise known as the "Cagayan Special Economic Zone Act of 1995", the Cagayan Economic Zone Authority hereby adopts the following guidelines for the issuance of resident, employee visas and/or work permits to foreign nationals.

**ARTICLE I - PRELIMINARY PROVISIONS**

**Section 1. Title.** These guidelines shall be known as CEZA ADMINISTRATIVE ORDER NO. 002-2000.

**Section 2. Statement of Policies .** Pursuant to its mandate, the Authority is authorized, among other powers, to grant permanent resident status to qualified investors and to issue working visas within the CSEZFP to foreign executives and other foreign nationals possessing highly technical skills which no Filipino citizen within the CSEZFP possesses, as certified by the CEZA Labor Employment and Productivity Office (LEPO).

These guidelines therefore, shall lay out the policies relative to the issuance of resident, employee visas and/or work permits.

**Section 3. Applicability.** These guidelines shall apply to all foreign nationals qualified as investors/locators for the issuance of resident visas, and foreign employees by the CSEZFP Registered Enterprises possessing highly technical skills, which no Filipino citizen within the CSEZFP possesses, as certified by the CEZA Labor Employment and Productivity Office (LEPO), for the working permits.

**Section 4. Definition of Terms.** For the purpose of this Administrative Order, the terms used herein shall mean as follows:

- a. **"RA 7922"** shall refer to Republic Act No. 7922, otherwise known as the "Cagayan Special Economic Zone Act of 1995".
- b. **"CEZA"** shall refer to the Cagayan Economic Zone Authority, a government corporate body established pursuant to RA 7922.
- c. **"CSEZFP"** shall refer to the Cagayan Special Economic Zone and Freeport defined in Section 3 of RA 7922 as a separate customs territory covering the entire area embraced by the Municipality of Santa Ana and the islands of Fuga, Barit and Mabbag in the Municipality of Aparri, all in the province of Cagayan.
- d. **"DFA"** shall refer to the Department of Foreign Affairs.

- e. **"BSP"** shall refer to the Bangko Sentral ng Pilipinas.
- f. **"BID"** shall refer to the Bureau of Immigration and Deportation.
- g. **"Certificate of Registration"** shall refer to the document issued by CEZA as evidence that the business entity is registered as a CSEZFP Enterprise.
- h. **"CSEZFP Registered Enterprise"** shall refer to any sole proprietorship, partnership, corporation, association or other form of business entity, including CEZA, locating in, and duly registered with and/or licensed by CEZA to engage in any lawful economic activity within the CSEZFP.
- i. **"Foreign National"** shall refer to a natural person who is not a citizen of the Philippines.
- j. **"LEPO"** shall refer to the CEZA Labor Employment and Productivity Office, which shall certify that no Filipino citizen within the CSEZFP possesses highly technical skills needed by the CSEZFP Registered Enterprise.

## **ARTICLE II - PROCEDURAL GUIDELINES**

**Section5. CEZA Investor's Resident Visa (CIRV).** All investors within the CSEZFP whose continuing investment shall not be less than One Hundred Fifty Thousand United States Dollars (US\$150,000.00) or its equivalent in other acceptable foreign currency shall be issued or granted a CIRV, provided that the investors may allocate equivalent units of their investments to the foreign nationals assigned to render service to the said investors within the CSEZFP for purposes of complying with the requirements of the law and this paragraph.

**Section6. Nature of the CIRV.** The CIRV shall be issued pursuant to the provisions of the Act and shall entitle the holder to reside in the CSEZFP for as long as his investment shall not be less than One Hundred Fifty Thousand United States Dollars (US\$150,000.00) or its equivalent in other acceptable foreign currency, as provided for in Section 4 (e) of RA 7922.

**Section7. Persons Entitled to the CIRV.**

A. Any foreign national who invests at least One Hundred Fifty Thousand United States Dollars (US\$150,000.00) in the CSEZFP or an equivalent amount has been allocated to him by the investor within the CSEZFP, may be issued a CIRV, provided, that for purposes of compliance with this particular condition, the foreign national should prove that he has remitted such amount in acceptable foreign currency to the CSEZFP; Provided, further, that if the foreign national is merely an assignee, he does not fall under any of the disqualifications under Sec. 7B herein.

B. The following persons are disqualified from being issued a CIRV:

1. Has been convicted of a crime involving moral turpitude;
2. Is afflicted with any loathsome, dangerous or contagious disease;
3. Has been committed to an institution for any mental disorder or disability;

4. Is a national of a restricted country as classified by the DFA. For purposes of this administrative order, the term restricted country shall mean one with which the Philippines has severed diplomatic and/or trade relations; and
5. Has violated any Philippine laws, rules or regulations.

The foreign national's spouse and dependent unmarried children under 21 years of age (at time of application) may also be issued the same visa as dependents of the foreign national investor, provided that they accompany or join him within six (6) months after his admission into the CSEZFP as a CIRV holder.

**Section 8. Procedure for Issuance of the CIRV.** The CIRV shall be applied for by the foreign national with the Philippine Embassy or Consulate at or nearest his country or place of residence, or directly with CEZA. Applications filed within the Philippine Foreign Service missions shall be transmitted to CEZA, through the DFA, for processing and approval. CIRV applications approved by CEZA shall be endorsed to the DFA for issuance of the CIRV. The Philippine Embassy or Consulate shall issue the CIRV after the applicant presents himself to the Philippine Embassy/Consulate together with pertinent documents to verify his identity and/or admissibility.

If a foreign national has already been admitted into the Philippines under any admission category as provided for by the Immigration Act or other special laws, he may file an application for the adjustment of his status to that of the CIRV holder. He shall file the application for CIRV together with duly authenticated documents enumerated under SECTION 9 of these guidelines with CEZA, which shall act on the same. CEZA shall endorse to the BID the approved applications for granting of the CIRV.

**Section 9. Proof of Qualification for CIRV.** To establish the qualifications imposed in Section 4 (e) of RA 7922, the following documents shall be submitted:

- a. Photocopy of Certificate of Registration as a CSEZFP Enterprise;
- b. Copy of the Articles of Incorporation;
- c. Proof of inward remittance of at least US\$150,000;
- d. Proof that the investment of US\$150,000 still subsists, either in the form of cash, near cash, or property;
- e. Duly accomplished application form - ANNEX A;
- f. Certificate under oath from a duly authorized physician that the applicant is not suffering or is not affected with any loathsome, dangerous and contagious disease;
- g. Certificate from any competent mental institution that the applicant has not been institutionalized for any mental health disorder or disability; if secured in applicant's country or place of residence, it must be duly authenticated by the Philippine Embassy or Consulate in or closest to the applicant's country;
- h. NICA Clearance;
- i. Copy of Passport;