

**[ GTEB CIRCULAR NO. 7, S. OF 1999, April 06, 1999 ]**

**GUIDELINES ON THE OVER-THE-COUNTER (OTC) ALLOCATION (MOU FLEXIBILITIES — CATEGORIES 338/9, 347/8 & 647/8)**

The Garments and Textile Export Board (GTEB) in a resolution approved and confirmed last April 6, 1999 approved the following guidelines for Over-the-Counter (OTC) allocations (MOU Flexibilities — Categories 338/9, 347/8, & 647/8):

A. For small firms with 1998 Average FOB sales of not more than \$25,000 per month. (Qualified firms are those existing and registered with GTEB as of 31 December 1998)

1. EA/TEC Applications shall be received every Monday and Tuesday of the week;
2. Maximum quantity granted is 300 doz./category/month.
3. Validity of EA/TEC is 30 days.
4. Proposed shipment must meet at least the Industry Average FOB/LVA\* of the category concerned.

\*Imported materials locally purchased is not considered local materials for purposes of LVA computation.

5. Firm must have an in-plant production of the product proposed to be shipped out;
6. The finished goods and/or the goods under production will be subject to inspection in the firm's manufacturing facilities as well as its accredited sub-contractor/s, if any;
7. Firms with existing EQ/EA balances on the category concerned are not qualified to participate in the OTC.
8. Assessment fee of P50/doz. for Cat. 338/9 and 347/8 and P25/doz. for Cat. 647/8.

B. For other firms:

1. EA/TEC Applications shall be received every Monday and Tuesday of the week;
2. Maximum quantity granted is 4,000 doz./month/firm/category.
3. The maximum quantity may be given one time or on a staggered basis;
4. Validity of EA/TEC shall be two weeks.