



Republic of the Philippines

PHILIPPINE ECONOMIC ZONE AUTHORITY

MEMORANDUM CIRCULAR NO. 2026-052

TO : **ALL PEZA-REGISTERED BUSINESS ENTERPRISES**
ALL PEZA ZONE ADMINISTRATORS/ZONE MANAGERS/OICs

FROM : **TERESO O. PANGA** 
Director General 

DATE : **26 AUGUST 2026**

SUBJECT : **INTERIM GUIDELINES ON PEZA VISA APPLICATIONS DURING THE TRANSITION TO CENTRALIZED ALIEN EMPLOYMENT PERMIT (AEP) PROCESSING**

This is to inform and reiterate to all our Registered Business Enterprises (RBEs) on our agreements during previous Town Hall Meetings/Briefings conducted by PEZA in coordination with the Department of Labor and Employment (DOLE) in relation to the centralized processing of the AEPs under DOLE Advisory No. 199 and Department Order No. 248-B, providing for the centralized processing of AEPs, and as an interim measure, PEZA will now process PEZA Visa (PV) applications, whether new or renewal applications while the foreign nationals' AEPs are still in process.

In view thereof, the RBEs may submit any of the following documents in lieu of the AEP card:

- a. Proof of Payment/Official Receipt (OR) issued by DOLE;
- b. Order of Payment issued by DOLE;
- c. Proof of Filing of the AEP application either manual or online through the official DOLE channels, including the DOLE-BLE official email address (aep_applications@ble.dole.gov.ph) or the prescribed DOLE Google Form; or
- d. DOLE Certification of AEP filing.

Please note that the Certified True Copy (CTC) of the AEP Card must be submitted immediately to the PEZA-FNU and the BI-PEZA Extension Office once it is released.

All other documentary and substantive requirements under the PEZA-Bureau of Immigration (BI) Memorandum of Agreement (MOA), its Implementing Rules and Regulations (IRR), and other applicable PEZA issuances not affected by this Memorandum Circular shall remain in full force and effect.

RBEs are strictly reminded and advised to renew their PVs **prior to their expiry** in order to avoid adverse consequences.

This interim measure shall remain in effect until further notice or until superseded by a subsequent PEZA issuance.

For the information, guidance and strict compliance of all concerned.