

**[BI IMMIGRATION MEMORANDUM CIRCULAR NO.
SBM-2013-001, November 28, 2013]**

**EXEMPTING CERTAIN SPECIAL WORK PERMIT (SWP)
APPLICANTS FROM THE COVERAGE OF MEMORANDUM CIRCULAR
RADJR NO. 2013-004**

WHEREAS, Memorandum Circular RADJR No. 2013-004 issued on 13 June 2013 required the inclusion of Tax Identification Number in the List of Requirements for Employment Visa (Commercial), Treaty Trader Visa, SWP and Special Visa under R.A. No. 8756;

WHEREAS, certain applicants for SWP are paid their salaries by their respective home offices outside the country and not from the petitioning companies within the Philippines where they intend to render short-term work/services;

WHEREAS, to require the above applicants to submit proof of having secured Tax Identification Number is unnecessary considering that they shall not earn any income in the country;

WHEREFORE, pursuant to the rule-making authority of the Commissioner of Immigration under Section 3 of Commonwealth Act No. 613 (Philippine Immigration Act of 1940), as amended, it is hereby ordered that an applicant for SWP who is entirely paid his salary or any other form of compensation by his home office outside the country for a short-term work/service to be rendered with the petitioning company operating the Philippines shall be exempt from the coverage of Memorandum Circular RADJR No. 2013-004. In lieu thereof, the petitioning company shall submit a sworn declaration stating that the entire salary or any other form of compensation of the SWP applicant shall be paid entirely by his home office outside the country.

This Circular shall take effect immediately upon the signing hereof.

Furnish a copy of this Circular to the Office of the National Administrative Register (ONAR), U.P. Law Center, Diliman, Quezon City.

(SGD) SIEGFRED B. MISON
Officer-In-Charge



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