

SPECIAL NON-IMMIGRANT 47(A)(2) VISA PROCESS MAP

STEP 8: ALIEN CERTIFICATE OF REGISTRATION

Once the PEZA confirms its receipt of the Department of Justice (DOJ) endorsement, the applicant's passport is submitted to the PEZA for the implementation (stamping) of the approved 47(a)(2) visa on the passport.
Processing time: 3-7 days

STEP 7: SPECIAL NON-IMMIGRANT VISA APPLICATION

Applications for issuance of the 47(a)(2) Visa are filed with the immigration desk of the Philippine Economic Zone Authority (PEZA) or the Board of Investors (BOI). If the 5% cap on number of foreign nationals of the sponsoring company is exceeded, the sponsoring company is also required to submit a Notice of No Objection obtained from the Department of Labor and Employment ("DOLE").
Processing time: 6-8 weeks

STEP 6: SPECIAL WORK PERMIT

Applicants who need to start work before the issuance of the 47(a)(2) Visa must obtain a Special Work Permit from the Bureau of Immigration, after submitting an application for an Alien Employment Permit at the Department of Labour and Employment. The SWP issued in this case is valid for three months or until the 47(A)(2) visa is issued, whichever comes first. The applicant can start work after this step.
Processing time: 1-2 weeks



STEP 1: INITIATION

Client initiates the case with FGI. FGI assesses work permit category and sends document checklist to the client. Client sends the documents listed on the checklist to FGI.

STEP 2: VISITOR VISA APPLICATION

An application for a 9(a) Visitor Visa must be submitted at the Philippine consulate in the country of residence or nationality.
Processing time: 2 weeks

STEP 3: ENTRY TO THE PHILIPPINES

The applicant and any accompanying family members may enter Philippines with their passport(s) and endorsed visa(s), which should be stamped at the port of entry.

STEP 4: TAX ID & TIN IDENTITY CARD APPLICATION

The principal applicant must obtain a Tax Identification Number (TIN) from the Bureau of Internal Revenue (BIR) Revenue District Office (RDO) with jurisdiction over their place of work.
Processing time: 1 week

STEP 5: ALIEN EMPLOYMENT PERMIT APPLICATION

This application is made to the Department of Labor and Employment (DOLE), and must be filed before proceeding with the 47(a)(2) work visa application, which is made to the Department of Justice (DOJ).
Processing time: 2-3 weeks