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**GUIDELINES ON THE ACCEPTANCE AND PROCESSING OF
VALID SRRV DOCUMENTARY REQUIREMENTS
AS OF 17 MAY 2021**

As of date, inbound travel of foreign nationals, and even SRRV holders, is still highly restricted and visa issuance and visa-free privileges have also been put on hold.

Due to the pandemic and travel bans, many SRRV applicants cannot enter the Philippines. There are also those who were already in the country but were not able to process their visa application due to the lockdown, restrictions on interzonal movement (GCQ to ECQ and v.v), general re-entry concerns, work suspension and the suspension on SRRV Application acceptance and processing. Thus, issues on securing the SRRV documentary requirements, its' validity and having it authenticated/apostilled have become a concern of several potential SRRV applicants.

Consistent with the directives of the President on the efficient and timely delivery of government service in this time of emergency, PRA will accept the following while the entire country is still under State of Calamity, unless circumstances/travel bans are eased or lifted:

I. Police Clearance (PC) from Country of Origin

Police Clearance issued from September 2019 are considered valid until March 2020.

Based on current practice, police clearances that have been issued or certified by foreign embassies in the Philippines are considered equivalent to an apostilled or authenticated police clearance and have the same validity period.

Required Document	Action / Valid Alternative Document
1. Valid and authenticated/apostilled PC	Valid for SRRV Application
2. Expired authenticated/apostilled PC (issued from September 2019 onwards)	Valid for SRRV Application
3. PC valid/expired and not authenticated/apostilled	<u>Option 1:</u> PRA-certified INTERPOL Clearance ¹
4. No PC issued from country of origin or last residence	<u>Option 2:</u> 1. Affidavit of Undertaking (to submit authenticated/apostilled PC within one year from issuance of SRRV); <u>and</u> 2. Valid NBI Clearance

¹ If an applicant comes from an INTERPOL member country.

II. PRA Medical Clearance

Considering that the current situation is a **health emergency** in itself, and with more establishments slowly re-opening for business, a valid medical clearance should be required for SRRV Applicants who are 10-65 years old².

Required Document	Action / Valid Alternative Document
SRRV Applicants aged 10-65 years old	
1. Valid PRA medical clearance issued in the Philippines	Valid for SRRV Application
2. Valid and authenticated/apostilled PRA medical clearance from abroad	
3. Expired PRA medical clearance issued in the Philippines	Must secure a new and valid PRA and medical clearance from any licensed physician or DOH-accredited hospital in the Philippines.
4. Expired authenticated/apostilled PRA medical clearance from abroad	
5. Valid medical clearance from abroad but not authenticated/apostilled	
SRRV Applicants aged below 10 or over 65 years old	
1. Valid PRA medical clearance issued in the Philippines	Valid for SRRV Application
2. Valid and authenticated/apostilled PRA medical clearance from abroad	
3. Expired PRA medical clearance issued in the Philippines (issued from September 2019 ¹ onwards)	
4. Expired authenticated/apostilled PRA medical clearance from abroad (issued from September 2019 ¹ onwards)	
5. Valid medical clearance not authenticated/apostilled	1. Affidavit of Undertaking (to submit authenticated/apostilled PRA medical clearance within one year from issuance of SRRV); <u>and</u> 2. Copy of PRA medical clearance

III. Proof of Relationship, Certificate of Employment, Proof of Pension, other pertinent documents

These documents do not have an expiration or validity period and hence are acceptable as long as authenticated/apostilled.

Based on current practice, documents that have been issued or certified by foreign embassies in the Philippines are considered equivalent to an apostilled or authenticated document and deemed sufficient for SRRV Application.

² IATF Resolution No. 95 (s.2021) - Relaxation of age-based restrictions

Required Document	Action / Valid Alternative Document
1. Authenticated/Apostilled Document	Valid for SRRV Application
2. Documents not authenticated/apostilled	1. Affidavit of Undertaking (to submit authenticated/apostilled document within one year from issuance of SRRV); <u>and</u> 2. Copy of Required Document

IV. **NBI Clearance**

An NBI Clearance is required for SRRV Applicants who have stayed in the Philippines for 30 days or more from the date of last arrival in the Philippines and for those who are submitting an Affidavit of Undertaking for the submission of an authenticated/apostilled police clearance from the country of origin.

Based on the memorandum of the Interim Legal Services Unit to the Marketing Department on 09 October 2020, the same rule shall apply even if an applicant is submitting a PRA-certified INTERPOL Clearance.

Required Document	Action / Valid Alternative Document
<i>SRRV Applicants aged 18 to 65 years old</i>	
1. Valid NBI Clearance	Valid for SRRV Application
2. Expired NBI Clearance	Must secure a new and valid NBI Clearance.
3. No NBI Clearance	

A policy on the NBI Clearance requirement for applicants aged 65 and above is requested, especially if an SRRV Applicant is exempted from submitting a Police Clearance from the country of origin as cited in PRA Circular No. 23, series of 2014.

V. **Marketers' Accreditation**

Based on the General Manager's approval on the waiver of some documents required for Marketer's Accreditation renewal, a valid accreditation should be required from all Marketers submitting an SRRV Application.

Required Document	Action / Valid Alternative Document
1. Valid Accreditation	Process SRRV Application as usual.
2. Expired Accreditation	Official Receipt for Payment of Accreditation Renewal Fee (with official stamp as endorsed by the Accreditation Unit) Simultaneous processing of SRRV Application and renewal of Marketers' Accreditation. 1. Tag applicant as Marketer-assisted. 2. Marketer to pay renewal fee of US\$150.

	<p>3. OR will be endorsed by Accreditation Unit.</p> <p>*Marketer's fee will only be released upon completion of the accreditation renewal process.</p>
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The above requirements and/or alternate documents for processing SRRV Applications, DFA Endorsements and Certificates of Pending Application will only be until 31 December 2021.

For compliance.

ATTY. BIENVENIDO K. CHY
General Manager / CEO

A large, stylized handwritten signature in black ink, written over the typed name and title. The signature is highly cursive and loops around the text. There are also some smaller handwritten marks in blue and green ink to the left of the signature.