

Process Flow for the Availment of Incentives under Provincial Ordinance No. 12, series of 1998 as amended

1

For information and Briefing

Applicants proceed to PBI Secretariat
at ASERBAC Office
Gov't. Center Prosperidad, Agusan del Sur
for briefing and interview.

2

Submission of Letter of Intent and other Requirements

If interested, Applicants will submit Letter
of Intent (LOI) and other requirements
to PBI Secretariat.

3

Filling up of Application Forms (PBI Form 1 and 2)

Applicants asks for PBI Form 1 & 2
at PBI Secretariat located at ASERBAC Office.

4

Submission of accomplished documents

The documents shall be submitted to the
PBI Secretariat who will evaluate
and scrutinize such documents.

5

Evaluation of Documents

The Provincial Board of Investment (PBI)
Secretariat shall evaluate the document;
if qualified, it will be subjected to Board action
and PBI Secretariat will convene the Board.

6

Board Action

The Board has 20 working days to act on
the application submitted from the date it was received,
if not acted it will be considered approved.

7

Issuance of Certificate of Registration (CR)

Once the application is approved, PBI
Secretariat will issue a Certificate of
Registration (COR).