

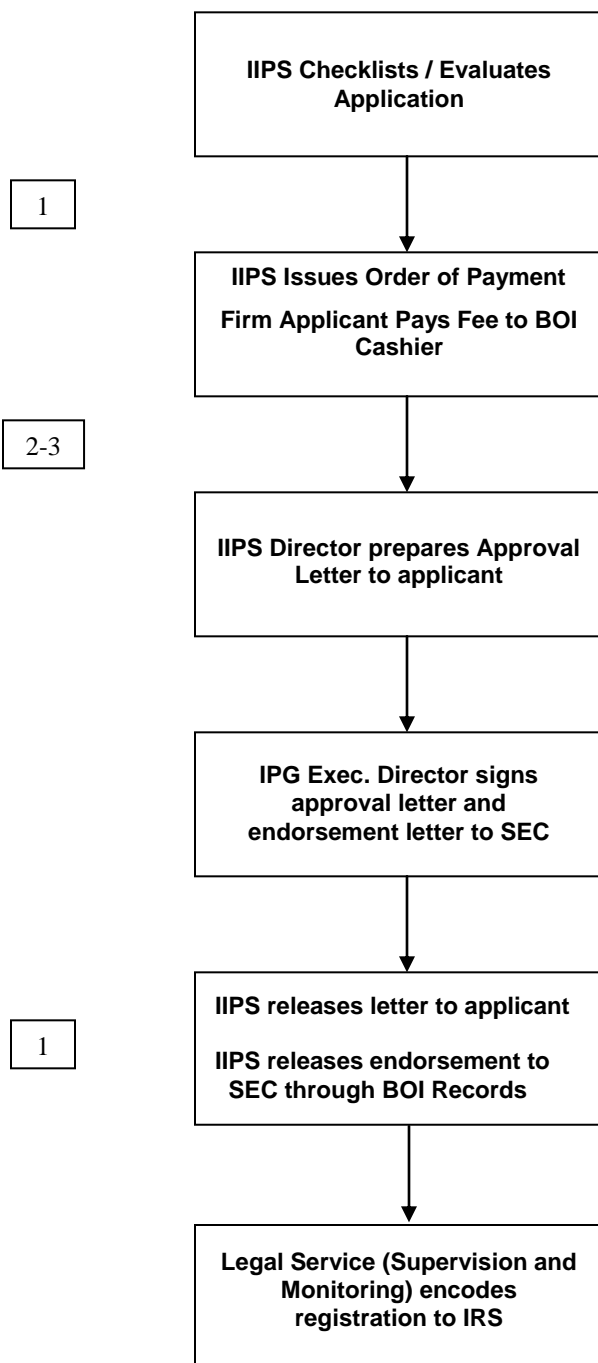
**Board of Investments  
RHQ / ROHQ Endorsement Application PROCESS FLOW  
(Book III of E.O. 226)**

**Processing Time**  
(Working Days)

**Action**

**Requirements**

*1 original, 2 photocopy*



1. Name verification slip (with accomplished/ notarized SEC application form)
2. Certification from the Philippine Embassy/ Consulate, or duly authenticated certification from the Department of Trade and Industry or its equivalent in the foreign firm's home country that said foreign firm is an entity engaged in international trade with affiliates, subsidiaries or branch offices in the Asia Pacific Region and other foreign markets
3. Duly authenticated certification from the principal officer of the foreign entity to the effect that the said foreign entity has been authorized by its Board of Directors or governing body to establish its regional headquarters or regional operating headquarters in the Philippines

Note:

**BOI** - Board of Investments  
**IIPS** - International Investments Promotion Service  
**IPG** - Investments Promotion Group  
**SEC** - Securities and Exchange Commission