

## 54. Issuance of Offshore Gaming License for Offshore Based Operator

The Offshore Gaming License (OGL) is an authority granted by PAGCOR to Philippine Offshore Gaming Operators for the establishment, maintenance and the conduct of offshore gaming operations in a specific site within the jurisdiction of PAGCOR. “Foreign-based Operator” refers to duly constituted business corporation organized in any foreign country that will engage the services of PAGCOR-accredited local gaming agent and service providers for its offshore gaming operations. Validity of OGL is three (3) years from the date of approval.

<b>Office or Division:</b>	Offshore Gaming Licensing Department – Licensing Division
<b>Classification:</b>	Highly technical
<b>Type of Transaction:</b>	G2B – Government to Business
<b>Who may avail:</b>	Duly constituted business corporations organized in any foreign country, which will engage the services of a PAGCOR-accredited local gaming agent and service providers for its offshore gaming operations.
<b>CHECKLIST OF REQUIREMENTS</b>	<b>WHERE TO SECURE</b>
a. Letter of intent addressed to Chairman and CEO of PAGCOR (original/scanned);	Applicant
b. Appointment letter of the Local Gaming Agent (original);	Applicant
c. Certificate of incorporation issued by the proper authority in any foreign country (original/certified true copy);	Issuing authority in the foreign country
d. Articles of Incorporation (AI) and By-Laws (original/certified true copy);	Securities and Exchange Commission
i. AI must show that gaming is one of the purposes of business. Otherwise, AI must be amended or supplemented;	
ii. Authorized Capital Stock of at least Fifteen Million Pesos (Php15,000,000.00) or the equivalent in Php if in foreign currency, with a Paid-up Capital Stock at least Three Million Pesos (Php3,000,000.00) or the equivalent in Php if in foreign currency	
e. Company Profile (original copy);	Applicant
f. Organizational Chart indicating person occupying the position (original copy);	Applicant
g. Business Plan (original copy);	Applicant
h. Accomplished Money Laundering Prevention Program (MLPP) (original copy);	Applicant

CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
i. Duly accomplished Personal Disclosure Sheet (PDS) of ALL officers of the corporation (original copy); j. Proof of payment of the Application Fee (photocopy together with the original copy for verification); k. Letter of No Objection from the Local Government Unit where the offshore gaming operations will be conducted (original copy); and l. BIR Certificate of Registration (photocopy)		Applicant  Bank  Local Government Unit  Bureau of Internal Revenue		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON/S RESPONSIBLE
1. Submit letter of intent to apply for Offshore Gaming License addressed to the Chairman and CEO ( <i>thru email at ogld@pagcor.ph /registered mail/courier/dropbox provided at the PAGCOR Executive Office lobby</i> )	1.1 Receive Letter of Intent (LOI) and encode in the list of incoming files	None	1 day	<i>Asst. Offshore Gaming Officer, Admin. Section, OGLD</i>
	1.2 Route the LOI	None		<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	1.3 Issue a deposit notice	None		
2. Pay to the bank	Receive payment	<b>Application and Processing Fees</b>  E-Casino: USD150,000.00  Sportsbetting: USD120,000.00  Sportsbetting in Regulated Wagering Events: USD120,000.00	1 day	<i>Bank personnel</i>

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
3a. Submit proof of payment - <b>for Cash Deposits</b> (thru email at <i>ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	3a.1 Receive proof of payment and issue payment clearance	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3a.2 Issue a pre-numbered application kit	None		<i>Offshore Gaming Officer I, Operation Licensing Section (OLS), Licensing Division (LD), OGLD</i>
3b. Submit proof of payment - <b>for Wire Transfer</b> (thru email at <i>ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	3b.1 Receive proof of payment	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.3 Issue payment clearance	None		
	3b.4 Issue a pre-numbered application kit	None	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>	
4. Submit documentary requirements (thru registered mail/courier/drop box at the PAGCOR Executive Office lobby) - within 3 months after the issuance of the application kit	4.1 Receive application kit and documentary requirements	None	1 day	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
	4.2 Evaluate application kit and documentary requirements	None	3 days	
	4.3 Prepare recommendation and endorse application to the Board of Directors	None	2 days	<i>Offshore Gaming Officer I, OLS-LD, OGLD / Sr. Offshore Gaming Officer, OLS-LD, OGLD / Senior Manager, LD, OGLD</i>
	4.4 Inform applicant of the decision of the Board and issue deposit notice for the license fee and performance bond	None	3 days	

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
5. Pay the license fee and post performance bond	Receive payment/ bond	E-Casino: USD 200,000.00  Sportsbetting USD 150, 000.00  Sportsbetting in Regulated Wagering Events: USD 150,000.00	1 day	<i>Bank personnel</i>
6a. Submit proof of payment - <b>for Cash Deposits</b> (thru email at <i>ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	6a.1 Receive proof of payment and issue payment clearance	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	6a.2 Prepare the Offshore Gaming License Certificate	None	3 days	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
6b. Submit proof of payment - <b>for Cash Deposits</b> - (thru email at <i>ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	6b.1 Receive proof of payment	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	6b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	
	6b.3 Issue payment clearance			
	6b.4 Prepare the Offshore Gaming License Certificate	None	3 days	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
7. Claim Offshore Gaming License Certificate	Release Offshore Gaming License Certificate	None	1 day	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
	<b>TOTAL</b>		<b>18 to 20 Days</b>	

**Note:**

*The indicated duration of service is for one client being served at one time. The time is extended when there are two or more clients.*

## 55. Issuance of Offshore Gaming License for Philippine Based Operator

The Offshore Gaming License (OGL) is an authority granted by PAGCOR to Philippine Offshore Gaming Operators for the establishment, maintenance and the conduct of offshore gaming operations in a specific site within the jurisdiction of PAGCOR. “Philippine-based Operator” refers to duly constituted business corporation organized in the Philippines who will either conduct offshore gaming operations themselves or engage the services of PAGCOR-accredited service providers. Validity of OGL is three (3) years from the date of approval.

<b>Office or Division:</b>	Offshore Gaming Licensing Department – Licensing Division
<b>Classification:</b>	Highly technical
<b>Type of Transaction:</b>	G2B – Government to Business
<b>Who may avail:</b>	Duly constituted business corporations organized in the Philippines who will conduct offshore gaming operations by themselves or engage the services of PAGCOR-accredited Service Providers.
<b>CHECKLIST OF REQUIREMENTS</b>	<b>WHERE TO SECURE</b>
a. Letter of intent addressed to Chairman and CEO of PAGCOR (original);	Applicant
b. Duly accomplished and notarized application form (original copy);	PAGCOR-OGLD
c. Securities and Exchange Commission (SEC) Registration (original/certified true copy);	Securities and Exchange Commission
d. Latest General Information Sheet (GIS) (original/certified true copy);	Securities and Exchange Commission
e. Articles of Incorporation (AI) and By-Laws duly stamped and received by SEC (certified true copy);	Securities and Exchange Commission
i. AI must show that gaming is one of the primary purposes of business; if secondary, a copy of the Board’s Ratificatory Vote on the same should be submitted	
ii. Authorized Capital Stock of at least Fifteen Million Pesos (Php15,000,000.00), with a Paid-up Capital Stock at least Three Million Pesos (Php3,000,000.00)	
f. Company Profile (original copy);	
g. Organizational Chart indicating person occupying the position (original copy);	Applicant Applicant
h. Business Plan (original copy);	
i. Accomplished Money Laundering Prevention Plan (MLPP) (original copy);	Applicant Applicant

CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
j. Duly accomplished and notarized Personal Disclosure Sheet (PDS) of ALL officers of the corporation (original copy); k. Proof of payment of the Application Fee (photocopy together with the original copy for verification); and l. Letter of No Objection from the Local Government Unit where the offshore gaming operations will be conducted (original copy) m. BIR Certificate of Registration (photocopy)		Applicant  Bank  Local Government Unit  Bureau of Internal Revenue		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON/S RESPONSIBLE
1. Submit letter of intent to apply for Offshore Gaming License addressed to the Chairman and CEO ( <i>thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	1.1 Receive Letter of Intent (LOI) and encode in the list of incoming files	None	1 day	<i>Asst. Offshore Gaming Officer, Admin. Section, OGLD</i>
	1.2 Route the LOI	None		<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	1.3 Issue a deposit notice	None		
2. Pay to the bank	Receive payment	<b>Application and Processing Fees</b> E-Casino: USD150,000.00  Sportsbetting: USD120,000.00  Sportsbetting in Regulated Wagering Events: USD120,000.00	1 day	<i>Bank personnel</i>

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
3a. Submit proof of payment - <b>for Cash Deposits</b> (thru email at <i>ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	3a.1 Receive proof of payment and issue payment clearance	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3a.2 Issue a pre-numbered application kit	None		<i>Offshore Gaming Officer I, Operation Licensing Section (OLS), Licensing Division (LD), OGLD</i>
3b. Submit proof of payment - <b>for Wire Transfer</b> (thru email at <i>ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	3b.1 Receive proof of payment	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.3 Issue payment clearance			
	3b.4 Issue a pre-numbered application kit	None		<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
4. Submit documentary requirements (thru registered mail/courier/dropbox at the PAGCOR Executive Office lobby) - within 3 months after the issuance of the application kit	4.1 Receive application kit and documentary requirements	None	1 day	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
	4.2 Evaluate application kit and documentary requirements	None	3 days	

CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSONS/ RESPONSIBLE
	4.3 Prepare recommendation and endorse application to the Board of Directors	None	2 days	<i>Offshore Gaming Officer I, OLS-LD, OGLD / Sr. Offshore Gaming Officer, OLS-LD, OGLD / Senior Manager, LD, OGLD</i>
	4.4 Inform applicant of the decision of the Board and issue deposit notice for the license fee and performance bond	None	3 days	
5. Pay the license fee and post performance bond	Receive payment/ bond	E-Casino: USD 200,000.00  Sportsbetting USD 150,000.00  Sportsbetting in Regulated Wagering Events: USD 150,000.00	1 day	<i>Bank personnel</i>
6a. Submit proof of payment - <b>for Cash Deposits</b> ( <i>thru email at <a href="mailto:ogld@pagcor.ph">ogld@pagcor.ph</a>/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	6a.1 Receive proof of payment and issue payment clearance	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	6a.2 Prepare the Offshore Gaming License Certificate	None	3 days	<i>Offshore Gaming Officer I, OLS- LD, OGLD</i>



<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
6b. Submit proof of payment - <b>for Wire Transfer</b> (thru email at <i>ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	6b.1 Receive proof of payment	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	6b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	6b.3 Issue payment clearance	None		
	6b.4 Prepare the Offshore Gaming License Certificate	None	3 days	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
7. Claim Offshore Gaming License Certificate	Release Offshore Gaming License Certificate	None	1 day	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
	<b>TOTAL</b>		<b>18 to 20 Days</b>	

**Note:**

*The indicated duration of service is for one client being served at one time. The time is extended when there are two or more clients.*



## 56. Accreditation of Local Agent

“Local Gaming Agent” refers to a duly constituted business enterprise organized in the Philippines or a person of good repute and financial standing who will represent the foreign-based operator in the Philippines. Validity of Accreditation is three (3) years from the date of approval.

<b>Office or Division:</b>	Offshore Gaming Licensing Department – Licensing Division
<b>Classification:</b>	Highly technical
<b>Type of Transaction:</b>	G2B – Government to Business
<b>Who may avail:</b>	A duly constituted business enterprise organized in the Philippines
<b>CHECKLIST OF REQUIREMENTS</b>	<b>WHERE TO SECURE</b>
a. Letter of intent addressed to Chairman and CEO of PAGCOR (original);	Applicant
b. Duly accomplished and notarized application form (original copy);	PAGCOR-OGLD
c. Duly notarized Agency Agreement (original copy);	Applicant
d. Securities and Exchange Commission (SEC) Registration (original/certified true copy);	Securities and Exchange Commission
e. Latest General Information Sheet (GIS) (original/certified true copy);	Securities and Exchange Commission
f. Articles of Incorporation (AI) and By-Laws duly stamped and received by SEC (original/certified true copy);	Securities and Exchange Commission
g. Company Profile (original copy);	Applicant
h. Organizational Chart indicating person occupying the position (original copy);	Applicant
i. Duly accomplished and notarized Personal Disclosure Sheet (PDS) of ALL officers of the corporation (original copy); and	Applicant
j. Proof of payment of the Application Fee (photocopy together with the original copy for verification).	Bank
k. BIR Certificate of Registration (photocopy)	Bureau of Internal Revenue

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
1. Submit letter of intent to apply for Local Agent Accreditation addressed to the Chairman and CEO ( <i>thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	1.1 Receive Letter of Intent (LOI) and encode in the list of incoming files	None	1 day	<i>Asst. Offshore Gaming Officer, Admin. Section, OGLD</i>
	1.2 Route the LOI	None		
	1.3 Issue a deposit notice	None		<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
2. Pay to the bank	Receive payment	<b>Accreditation Fee:</b> USD60,000.00  <b>Renewal Fee:</b> USD60,000.00	1 day	<i>Bank personnel</i>
3a. Submit proof of payment - <b>for Cash Deposits</b> ( <i>thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	3a.1 Receive proof of payment and issue payment clearance	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3a.2 Issue a pre-numbered application kit	None		<i>Offshore Gaming Officer I, Operation Licensing Section (OLS), Licensing Division (LD), OGLD</i>
3b. Submit proof of payment - <b>for Wire Transfer</b> ( <i>thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	3b.1 Receive proof of payment	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.3 Issue payment clearance	None		
	3b.4 Issue a pre-numbered application kit	None	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>	

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
4. Submit documentary requirements (thru registered mail/courier/dropbox at the PAGCOR Executive Office lobby)	4.1 Receive application kit and documentary requirements	None	1 day	Offshore Gaming Officer I, OLS-LD, OGLD
	4.2 Evaluate application kit and documentary requirements	None	3 days	
	4.3 Prepare recommendation and endorse application to the Board of Directors	None	2 days	Offshore Gaming Officer I, OLS-LD, OGLD / Sr. Offshore Gaming Officer, OLS-LD, OGLD / Senior Manager, LD, OGLD
	4.4 Inform applicant of the decision of the Board	None	3 days	
	4.5. Prepare the Accreditation Certificate	None	3 days	Offshore Gaming Officer I, OLS-LD, OGLD
5. Claim Accreditation Certificate	Release Accreditation Certificate	None	1 day	Offshore Gaming Officer I, OLS-LD, OGLD
	<b>TOTAL</b>		<b>16 to 17 Days</b>	

**Note:**

The indicated duration of service is for one client being served at one time. The time is extended when there are two or more clients.

## 57. Accreditation of Local Agent

“Local Gaming Agent” refers to a duly constituted business enterprise organized in the Philippines or a person of good repute and financial standing who will represent the foreign-based operator in the Philippines. Validity of Accreditation is three (3) years from the date of approval.

<b>Office or Division:</b>		Offshore Gaming Licensing Department – Licensing Division		
<b>Classification:</b>		Highly technical		
<b>Type of Transaction:</b>		G2C – Government to Citizen		
<b>Who may avail:</b>		A person of good repute and financial standing who will represent the Foreign-based Operator here in the Philippines		
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
<ul style="list-style-type: none"> <li>a. Letter of intent addressed to Chairman and CEO of PAGCOR (original);</li> <li>b. Duly accomplished and notarized application form (original copy);</li> <li>c. Duly notarized Contract/Agreement (original/certified true copy);</li> <li>d. Latest Income Tax Return and/or Bank Certificate proving financial capacity of at least Ten Million Pesos (Php 10,000,000.00);</li> <li>e. Duly accomplished and notarized Personal Disclosure Sheet (PDS) (original copy); and</li> <li>f. Proof of payment of the Application Fee (photocopy together with the original copy for verification).</li> </ul>		<p style="text-align: center;">Applicant</p> <p style="text-align: center;">PAGCOR-OGLD</p> <p style="text-align: center;">Applicant</p> <p style="text-align: center;">Bureau of Internal Revenue and/or Bank</p> <p style="text-align: center;">Applicant</p> <p style="text-align: center;">Bank</p>		
<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
1. Submit letter of intent to apply for Local Agent Accreditation addressed to the Chairman and CEO ( <i>thru email at <a href="mailto:ogld@pagcor.ph">ogld@pagcor.ph</a>/ registered mail/courier/drop box at the PAGCOR Executive Office lobby</i> )	1.1 Receive Letter of Intent (LOI) and encode in the list of incoming files	None	1 day	<i>Asst. Offshore Gaming Officer, Admin. Section, OGLD</i>
	1.2 Route the LOI	None		
	1.3 Issue a deposit notice	None		<i>Offshore Gaming Officer I, FOCAS, OGLD</i>

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
2. Pay to the bank	Receive payment	<b>Accreditation Fee:</b> USD60,000.00  <b>Renewal Fee:</b> USD60,000.00	1 day	<i>Bank personnel</i>
3a. Submit proof of payment - <b>for Cash Deposits</b> (thru email at <i>ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	3a.1 Receive proof of payment and issue payment clearance	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3a.2 Issue a pre-numbered application kit	None		<i>Offshore Gaming Officer I, Operation Licensing Section (OLS), Licensing Division (LD), OGLD</i>
3b. Submit proof of payment – <b>for Wire Transfer</b> (thru email at <i>ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	3b.1 Receive proof of payment	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.3 Issue payment clearance	None		
	3b.4 Issue a pre-numbered application kit	None	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>	
4. Submit documentary requirements (thru registered mail/courier/dropbox at the PAGCOR Executive Office lobby)	4.1 Receive application kit and documentary requirements	None	1 day	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
	4.2 Evaluate application kit and documentary requirements	None	3 days	

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
	4.3 Prepare recommendation and endorse application to the Board of Directors	None	2 days	<i>Offshore Gaming Officer I, OLS-LD, OGLD / Sr. Offshore Gaming Officer, OLS-LD, OGLD / Senior Manager, LD, OGLD</i>
	4.4 Inform applicant of the decision of the Board	None	3 days	
	4.5. Prepare the Accreditation Certificate	None	3 days	
5. Claim Accreditation Certificate	Release Accreditation Certificate	None	1 day	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
	<b>TOTAL</b>		<b>16 to 17 Days</b>	

**Note:**

*The indicated duration of service is for one client being served at one time. The time is extended when there are two or more clients.*

## 58. Accreditation of Service Provider

“Service Provider” refers to duly constituted business corporation organized in the Philippines who provide components of offshore gaming operations to POGOs such as Customer Relations Service Provider, Strategic Support Provider, IT Support Provider, Gaming Software Platform Provider, and Live Studio and Streaming Provider. Validity of Accreditation is three (3) years from the date of approval.

<b>Office or Division:</b>	Offshore Gaming Licensing Department – Licensing Division
<b>Classification:</b>	Highly technical
<b>Type of Transaction:</b>	G2B – Government to Business
<b>Who may avail:</b>	A duly constituted business corporation organized in the Philippines who will provide components of offshore gaming operations to POGOs.
<b>CHECKLIST OF REQUIREMENTS</b>	<b>WHERE TO SECURE</b>
a. Letter of intent addressed to Chairman and CEO of PAGCOR (original);	Applicant
b. Duly accomplished and notarized application form (original copy);	PAGCOR-OGLD
c. Securities and Exchange Commission (SEC) Registration (original/certified true copy);	Securities and Exchange Commission
d. Latest General Information Sheet (GIS) (original/certified true copy);	Securities and Exchange Commission
e. Articles of Incorporation (AOI) and By-Laws duly stamped and received by SEC (original/certified true copy);	Securities and Exchange Commission
i. AI must show that gaming is one of the primary purposes of business; if secondary, a copy of the Board’s Ratificatory Vote on the same should be submitted;	
ii. Authorized Capital Stock of at least Ten Million Pesos (Php10,000,000.00), with a Paid-up Capital Stock at least Two Million Pesos (Php2,000,000.00)	
f. Company Profile (original copy);	
g. Organizational Chart indicating person occupying the position (original copy);	Applicant Applicant
h. Business Plan (original copy);	
i. Duly notarized service agreement (certified true copy);	Applicant
j. Duly accomplished and notarized Personal Disclosure Sheet (PDS) of ALL officers of the corporation (original copy);	Applicant



CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
k. Proof of payment of the Application Fee (photocopy together with the original copy for verification); l. If the service provider will operate outside the territorial jurisdiction of the LGU where the POGO is located, original copy of the LONO issued by the LGU where its operations will be conducted; and m. BIR Certificate of Registration (photocopy)		Bank  Local Government Unit  Bureau of Internal Revenue		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON/S RESPONSIBLE
1. Submit letter of intent to apply for Service Provider Accreditation addressed to the Chairman and CEO ( <i>thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	1.1 Receive Letter of Intent (LOI) and encode in the list of incoming files	None	1 day	<i>Asst. Offshore Gaming Officer, Admin. Section, OGLD</i>
	1.2 Route the LOI	None		
	1.3 Issue a deposit notice	None	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>	
2. Pay to the bank	Receive payment	<b>Accreditation / Renewal Fee:</b> Customer Relations Service Provider - USD150,000.00  Gaming Software/ Platform Provider – USD120,000.00  Live Studio and Streaming Provider – USD120,000.00  Strategic Support Service Provider – USD60,000.00  IT Support Provider – USD60,000.00	1 day	<i>Bank personnel</i>

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
3a. Submit proof of payment - <b>for Cash Deposits</b> (thru email at <i>ogld@pagcor.ph/registered mail/courier/dr opbox at the PAGCOR Executive Office lobby</i> )	3a.1 Receive proof of payment and issue payment clearance	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3a.2 Issue a pre-numbered application kit	None		<i>Offshore Gaming Officer I, Operation Licensing Section (OLS), Licensing Division (LD), OGLD</i>
3b. Submit proof of payment - <b>for Wire Transfer</b> (thru email at <i>ogld@pagcor.ph/registered mail/courier/dr opbox at the PAGCOR Executive Office lobby</i> )	3b.1 Receive proof of payment	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.3 Issue payment clearance	None		
	3b.4 Issue a pre-numbered application kit	None	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>	
4. Submit documentary requirements - (thru registered mail/courier/dropbox at the PAGCOR Executive Office lobby)	4.1 Receive application kit and documentary requirements	None	1 day	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
	4.2 Evaluate application kit and documentary requirements	None	3 days	

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
	4.3 Prepare recommendation and endorse application to the Board of Directors	None	2 days	Offshore Gaming Officer I, OLS-LD, OGLD / Sr. Offshore Gaming Officer, OLS-LD, OGLD
	4.4 Inform applicant of the decision of the Board	None	3 days	/ Senior Manager, LD, OGLD
	4.5 Prepare the Accreditation Certificate	None	3 days	Offshore Gaming Officer I, OLS-LD, OGLD
5. Claim Accreditation Certificate	Release Accreditation Certificate	None	1 day	Offshore Gaming Officer I, OLS-LD, OGLD
	<b>TOTAL</b>		<b>16 to 17 Days</b>	

**Note:**

*The indicated duration of service is for one client being served at one time. The time is extended when there are two or more clients.*

## 59. Accreditation of Special Class of BPO

Special Class of BPO refers to entities that are servicing legitimately licensed gaming operators abroad and do not in any way handle betting but purely product marketing and customer relations and are not servicing any of PAGCOR POGO licensees and have at least ninety (90) percent Filipino workforce. Validity of Accreditation is three (3) years from the date of approval.

<b>Office or Division:</b>	Offshore Gaming Licensing Department – Licensing Division
<b>Classification:</b>	Highly technical
<b>Type of Transaction:</b>	G2B - Government to Business
<b>Who may avail:</b>	A duly constituted business corporation who will provide BPO services to licensed gaming operators abroad.
<b>CHECKLIST OF REQUIREMENTS</b>	<b>WHERE TO SECURE</b>
a. Letter of intent addressed to Chairman and CEO of PAGCOR (original);	Applicant
b. Duly accomplished and notarized application form (original copy);	PAGCOR-OGLD
c. Securities and Exchange Commission (SEC) Registration (original/certified true copy);	Securities and Exchange Commission
d. Latest General Information Sheet (GIS) (original/certified true copy);	Securities and Exchange Commission
e. Articles of Incorporation (AI) and By-Laws duly stamped and received by SEC (original/certified true copy);	Securities and Exchange Commission
i. AI must show that gaming is one of the primary purposes of business; if secondary, a copy of the Board's Ratificatory Vote on the same should be submitted;	
ii. Authorized Capital Stock of at least Ten Million Pesos (Php10,000,000.00), with a Paid-up Capital Stock at least Two Million Pesos (Php2,000,000.00)	
f. Company Profile (original copy);	Applicant
g. Organizational Chart indicating person occupying the position (original copy);	Applicant
h. Business Plan (original copy) ;	Applicant
i. Duly notarized service agreement (original copy);	Applicant
j. Duly accomplished and notarized Personal Disclosure Sheet (PDS) of ALL officers of the corporation (original copy);	Applicant
k. Proof of payment of the Application Fee (photocopy together with the original copy for verification);	Bank

CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
l. If the service provider will operate outside the territorial jurisdiction of the LGU where the POGO is located, LONO issued by the LGU where its operations will be conducted (original copy); m. Complete roster of employees showing ninety (90%) percent Filipino workforce (original copy); n. License of the gaming operator issued in the gaming jurisdiction where they are located (consularized copy); and o. Undertaking (original copy) that they will not: i. Accept bets; ii. Engage in gambling activities; and iii. Engage in illegal activities. p. BIR Certificate of Registration (photocopy)		Local Government Unit  Applicant  Gaming Operator  Applicant  Bureau of Internal Revenue		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSONS RESPONSIBLE
1. Submit letter of intent to apply for Offshore Gaming License addressed to the Chairman and CEO ( <i>thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	1.1 Receive Letter of Intent (LOI) and encode in the list of incoming files	None	1 day	<i>Asst. Offshore Gaming Officer, Admin. Section, OGLD</i>
	1.2 Route the LOI	None		<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	1.3 Issue a deposit notice	None		
2. Pay to the bank	Receive payment	<b>Accreditation Fee:</b> USD300,000.00  <b>Renewal Fee:</b> USD300,000.00	1 day	<i>Bank personnel</i>

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
3a. Submit proof of payment - <b>for Cash Deposits</b> (thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby)	3a.1 Receive proof of payment and issue payment clearance	None	1 day	Offshore Gaming Officer I, FOCAS, OGLD
	3a.2 Issue a pre-numbered application kit	None		Offshore Gaming Officer I, Operation Licensing Section (OLS), Licensing Division (LD), OGLD
3b. Submit proof of payment - <b>for Wire Transfer</b> (thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby)	3b.1 Receive proof of payment	None	1 day	Offshore Gaming Officer I, FOCAS, OGLD
	3b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	Offshore Gaming Officer I, FOCAS, OGLD
	3b.3 Issue payment clearance	None		
	3b.4 Issue a pre-numbered application kit	None	Offshore Gaming Officer I, OLS-LD, OGLD	
4. Submit documentary requirements (thru registered mail/courier/drop box at the PAGCOR Executive Office lobby)	4.1 Receive application kit and documentary requirements	None	1 day	Offshore Gaming Officer I, OLS-LD, OGLD
	4.2 Evaluate application kit and documentary requirements	None	3 days	
	4.3 Prepare recommendation and endorse application to the Board of Directors	None	2 days	Offshore Gaming Officer I, OLS-LD, OGLD / Sr. Offshore Gaming Officer, OLS-LD, OGLD / Senior Manager, LD, OGLD
	4.4 Inform applicant of the decision of the Board	None	3 days	
	4.5 Prepare the Accreditation Certificate	None	3 days	Offshore Gaming Officer I, OLS-LD, OGLD

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
5. Claim Accreditation Certificate	Release Accreditation Certificate	None	1 day	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
	<b>TOTAL</b>		<b>16 to 17 Days</b>	

**Note:**

*The indicated duration of service is for one client being served at one time. The time is extended when there are two or more clients.*

## 60. Accreditation of Probity Checker

Probity Checker refers to entities responsible for the verification of an applicant's identity, to include all officials of the corporate applicant, finances, integrity, competence and criminal associations. Validity of Accreditation is three (3) years from the date of approval.

<b>Office or Division:</b>	Offshore Gaming Licensing Department – Licensing Division
<b>Classification:</b>	Highly technical
<b>Type of Transaction:</b>	G2B - Government to Business
<b>Who may avail:</b>	A duly constituted business corporation organized in the Philippines who will be responsible for the verification of an applicant's identity, to include all officials of the corporate applicant, finances, integrity, competence and criminal associations.
<b>CHECKLIST OF REQUIREMENTS</b>	<b>WHERE TO SECURE</b>
a. PAGCOR Application for Registration Form (original copy);	PAGCOR-OGLD
b. Company Profile including list of clients (original copy);	Applicant
c. List of products/items being offered including brochures and catalogues (if any) (original copy);	Applicant
d. Detailed location sketch of company office (original copy);	Applicant
e. Original copy of Certificate of Good Standing issued by Company Registration and Monitoring Department, Securities and Exchange Commission;	Company Registration and Monitoring Department, Securities and Exchange Commission
f. Certified True/Machine Copy of Registration Certificate from:	
i. Securities and Exchange Commission including Articles of Incorporation / Co-Partnership and By-Laws; or	Securities and Exchange Commission
ii. Department of Trade and Industry.	Department of Trade and Industry
g. Photocopy of the following documents:	
i. Valid and current Mayor's Permit / municipal license;	Mayor's Office/Municipal Office
ii. BIR Registration Certificate; and	Bureau of Internal Revenue
iii. Valid and current licenses required by law (applicable to the line of business).	
h. Certified True Copy of Income Tax Return for the previous or its preceding year and its corresponding audited Financial Statements, stamped "received" by the BIR including photocopy of ITR and AFS filed two (2) years prior to year of application	Bureau of Internal Revenue



<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
1. Submit letter of intent to apply for Probity Checker Accreditation addressed to the Chairman and CEO ( <i>thru email at ogld@pagcor.ph/registered mail/courier/drop box at the PAGCOR Executive Office lobby</i> )	1.1 Receive Letter of Intent (LOI) and encode in the list of incoming files	None	1 day	<i>Asst. Offshore Gaming Officer, Admin. Section, OGLD</i>
	1.2 Route the LOI	None		
	1.3 Issue a deposit notice	None		<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
2. Pay to the bank	Receive payment	<b>Accreditation Fee:</b> USD4,500.00	1 day	<i>Bank personnel</i>
3a. Submit proof of payment - <b>for Cash Deposits</b> ( <i>thru email at ogld@pagcor.ph/registered mail/courier/drop box at the PAGCOR Executive Office lobby</i> )	3a.1 Receive proof of payment and issue payment clearance	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3a.2 Issue a pre-numbered application kit	None		
3b. Submit proof of payment - <b>for Wire Transfer</b> ( <i>thru email at ogld@pagcor.ph/registered mail/courier/drop box at the PAGCOR Executive Office lobby</i> )	3b.1 Receive proof of payment	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.3 Issue payment clearance	None		
	3b.4 Issue a pre-numbered application kit	None	<i>Offshore Gaming Officer I, Operation Licensing Section (OLS), Licensing Division (LD), OGLD</i>	

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
4. Submit documentary requirements (thru registered mail/courier/drop box at the PAGCOR Executive Office lobby)	4.1 Receive application kit and documentary requirements	None	1 day	Offshore Gaming Officer I, OLS-LD, OGLD
	4.2 Evaluate application kit and documentary requirements	None	3 days	
	4.3 Prepare recommendation and endorse application to the Board of Directors	None	2 days	Offshore Gaming Officer I, OLS-LD, OGLD / Sr. Offshore Gaming Officer, OLS-LD, OGLD / Senior Manager, LD, OGLD
	4.4 Inform applicant of the decision of the Board	None	3 days	
5. Post performance bond	Receive bond	<b>Performance Bond:</b> USD5,000.00	1 day	Bank personnel
6a. Submit proof of payment - <b>for Cash Deposits</b> (thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby)	6a.1 Receive proof of payment and issue payment clearance	None	1 day	Offshore Gaming Officer I, FOCAS, OGLD
	6a.2 Prepare the Accreditation Certificate	None	3 days	Offshore Gaming Officer I, OLS-LD, OGLD
6b. Submit proof of payment - <b>for Wire Transfer</b> (thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby)	6b.1 Receive proof of payment	None	1 day	Offshore Gaming Officer I, FOCAS, OGLD
	6b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	Offshore Gaming Officer I, FOCAS, OGLD
	6b.3 Issue payment clearance	None		

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
	Prepare the Accreditation Certificate	None	3 days	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
7. Claim Accreditation Certificate	Release Accreditation Certificate	None	1 day	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
	<b>TOTAL</b>		<b>18 to 20 Days</b>	

**Note:**

*The indicated duration of service is for one client being served at one time. The time is extended when there are two or more clients.*

## 61. Accreditation of Gaming Laboratory

Gaming Laboratory refers to an entity responsible for the testing of gaming systems and software of all POGO Licensees and Service Providers, and ensuring that the same pass technical standards established and accepted by gaming jurisdictions worldwide.

<b>Office or Division:</b>	Offshore Gaming Licensing Department – Licensing Division
<b>Classification:</b>	Highly technical
<b>Type of Transaction:</b>	G2B - Government to Business
<b>Who may avail:</b>	Internationally recognized gaming laboratory presently offering their services to Macau, Singapore, Las Vegas and other major gaming jurisdictions
<b>CHECKLIST OF REQUIREMENTS</b>	<b>WHERE TO SECURE</b>
a. PAGCOR Application for Registration Form (original copy);	PAGCOR-OGLD
b. Company Profile including list of clients (original copy);	Applicant
c. List of products/items being offered including brochures and catalogues (if any) (original copy);	Applicant
d. Detailed location sketch of company office (original copy);	Applicant
e. Original copy of Certificate of Good Standing issued by Company Registration and Monitoring Department, Securities and Exchange Commission;	Company Registration and Monitoring Department, Securities and Exchange Commission
f. Certified True/Machine Copy of Registration Certificate from:	
i. Securities and Exchange Commission including Articles of Incorporation / Co-Partnership and By-Laws; or	Securities and Exchange Commission
ii. Department of Trade and Industry.	Department of Trade and Industry
g. Photocopy of the following documents:	
i. Valid and current Mayor’s Permit / municipal license;	Mayor’s Office / Municipal Office
ii. BIR Registration Certificate; and	Bureau of Internal Revenue
iii. Valid and current licenses required by law (applicable to the line of business).	
h. Certified True Copy of Income Tax Return for the previous or its preceding year and its corresponding audited Financial Statements, stamped “received” by the BIR including photocopy of ITR and AFS filed two (2) years prior to year of application	Bureau of Internal Revenue

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
1. Submit letter of intent to apply for Gaming Laboratory Accreditation addressed to the Chairman and CEO ( <i>thru email at ogld@pagcor.p h/registered mail/courier/dro pbox at the PAGCOR Executive Office lobby</i> )	1.1 Receive Letter of Intent (LOI) and encode in the list of incoming files	None	1 day	<i>Asst. Offshore Gaming Officer, Admin. Section, OGLD</i>
	1.2 Route the LOI	None		
	1.3 Issue a deposit notice	None		<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
2. Pay to the bank	Receive payment	<b>Accreditation Fee:</b> USD3,000.00	1 day	<i>Bank personnel</i>
3a. Submit proof of payment - <b>for Cash Deposits</b> ( <i>thru email at ogld@pagcor.p h/registered mail/courier/dro pbox at the PAGCOR Executive Office lobby</i> )	3a.1 Receive proof of payment and issue payment clearance	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3a.2 Issue a pre-numbered application kit	None		<i>Offshore Gaming Officer I, Operation Licensing Section (OLS), Licensing Division (LD), OGLD</i>
3b. Submit proof of payment - <b>for Wire Transfer</b> ( <i>thru email at ogld@pagcor.p h/registered mail/courier/dro pbox at the PAGCOR Executive Office lobby</i> )	3b.1 Receive proof of payment	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>
	3b.3 Issue payment clearance	None		
	3b.4 Issue a pre-numbered application kit	None	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>	

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>	
4. Submit documentary requirements (thru registered mail/courier/drop box at the PAGCOR Executive Office lobby)	4.1 Receive application kit and documentary requirements	None	1 day	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>	
	4.2 Evaluate application kit and documentary requirements	None	3 days		
	4.3 Prepare recommendation and endorse application to the Board of Directors	None	2 days		<i>Offshore Gaming Officer I, OLS-LD, OGLD / Sr. Offshore Gaming Officer, OLS-LD, OGLD / Senior Manager, LD, OGLD</i>
	4.4 Inform applicant of the decision of the Board	None	3 days		
5. Post performance bond	Receive bond	<b>Performance Bond – USD5,000.00</b>	1 day	Bank personnel	
6a. Submit proof of payment - <b>for Cash Deposits</b> (thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby)	6a.1 Receive proof of payment and issue payment clearance	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>	
	6a.2 Prepare Accreditation Certificate	None	3 days	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>	
6b. Submit proof of payment - <b>for Wire Transfer</b> (thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby)	6b.1 Receive proof of payment	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>	
	6b.2 Verify with bank (1 business day after the receipt of proof of payment)	None	1 day	<i>Offshore Gaming Officer I, FOCAS, OGLD</i>	
	6b.3 Issue payment clearance				
	6b.4 Prepare Accreditation Certificate	None	3 days	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>	

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
7. Claim Accreditation Certificate	Release Accreditation Certificate	None	1 day	<i>Offshore Gaming Officer I, OLS-LD, OGLD</i>
	<b>TOTAL</b>		<b>18 to 20 Days</b>	

**Note:**

*The indicated duration of service is for one client being served at one time. The time is extended when there are two or more clients.*

## 62. Issuance of Offshore Gaming Employment License

Offshore Gaming Employment License (OGEL) is an authorization issued by PAGCOR granting a person the privilege to be employed as an employee by any of the licensed Philippine-based Philippine Offshore Gaming Operators (POGO Licensee) and their accredited Service Providers.

<b>Office or Division:</b>		Offshore Gaming Licensing Department – Licensing Division		
<b>Classification:</b>		Highly technical		
<b>Type of Transaction:</b>		G2C - Government to Citizen		
<b>Who may avail:</b>		A person duly employed by the POGO Licensee or Service Providers who are directly involved in offshore gaming operations		
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
<p>For Filipino Nationals:</p> <p>a. Photocopy of PSA-certified Birth Certificate</p> <p>b. Valid NBI Clearance (original copy)</p> <p>c. Tax Identification Number</p> <p>For Foreign Nationals:</p> <p>a. Photocopy of valid passport from country of origin, Bio page and visa stamp</p> <p>b. Valid work visa or permit as provided by existing laws, rules and regulations</p> <p>c. Tax Identification Number</p>		<p>Philippine Statistics Authority</p> <p>National Bureau of Investigation Bureau of Internal Revenue</p> <p>Country of Origin</p> <p>Bureau of Immigration</p> <p>Bureau of Internal Revenue</p>		
<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
1. Submit the updated list of Filipino and foreign employees (thru email at <i>ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	1.1 Receive Letter of Intent (LOI) and encode in the list of incoming files  1.2 Route the LOI	None  None	1 day	<i>Asst. Offshore Gaming Officer, Admin. Section, OGLD</i>
2. Receive Order of Payment	Issue Order of Payment	None		<i>Offshore Gaming Officer I, FOCAS, OGLD</i>



<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSONS/ RESPONSIBLE</b>
3. Pay to the PAGCOR Cashier	Receive payment	OGEL Application/ Renewal Fee: <b>Php1,000.00</b>  Provisional OGEL Application Fee: <b>Php500.00</b>		<i>PAGCOR FMD Personnel</i>
4. Encode all information and upload requirements in the system using the access code issued	4.1 Evaluate the application based on the list submitted thru online application	None	1 day	<i>Offshore Gaming Officer II, Employment Licensing Section (ELS), Licensing Division (LD), OGLD</i>
	4.2 Forward list of applicants with checklist to AVP, OGLD for approval	None	1 day	<i>Filing Clerk/Messenger II</i>
	4.3 Print OGEL ID cards	None	10 days	<i>Offshore Gaming Officer I, ELS-LD, OGLD</i>
5. Claim OGEL ID cards	Release OGEL ID cards	None	1 day	<i>Offshore Gaming Officer I, ELS-LD, OGLD</i>
	<b>TOTAL</b>		<b>14 Days</b>	

**Note:**

*The indicated duration of service is for one client being served at one time. The time is extended when there are two or more clients.*

### 63. Evaluation of Shipment Clearance Request

Shipment Clearance refers to the authorization issued by PAGCOR to facilitate importations of gaming equipment and paraphernalia needed by licensees and/or their service providers in the conduct of their offshore gaming operations. A Permit to Possess is required prior to issuance of shipment clearance.

<b>Office or Division:</b>		Offshore Gaming Licensing Department		
<b>Classification:</b>		Simple		
<b>Type of Transaction:</b>		G2B - Government to Business		
<b>Who may avail:</b>		POGO Licensee / Local Gaming Agent / Accredited Service Provider		
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
a. Letter of Request for Shipment Clearance (original)		Applicant		
b. Commercial Invoice (photocopy)		Supplier		
c. Packing List (photocopy)		Supplier		
d. Letter of Undertaking (original)		Applicant		
e. Official Receipt representing payment of the shipment processing fee (photocopy together with the original copy for verification)		PAGCOR – Cashier’s Office		
f. Permit to Possess gaming equipment (photocopy)		Applicant (issued by PAGCOR-OGLD)		
<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
1. Submit the Shipment Clearance Request and Approval Form along with the documentary requirements ( <i>thru email at ogld@pagcor.ph/registered mail/courier/dropbox at the PAGCOR Executive Office lobby</i> )	1.1 Receive the Shipment Clearance Request and Approval Form and encode in the list of incoming files	None	1 day	<i>Asst. Offshore Gaming Officer, Admin. Section, OGLD</i>
	1.2 Route the Shipment Clearance Request and Approval Form	None		
	1.3 Evaluate the Shipment Clearance Request application and documentary requirements	None		
	1.4 Prepare Certification for Shipment	None		
	1.5 Forward to Senior Manager, OGLD for approval	None		

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON/S RESPONSIBLE</b>
	1.6 Endorse to Compliance Monitoring and Enforcement Department (CMED) for conduct of inspection and inventory;	None	1 day	<i>Filing Clerk/Messenger II</i>
	1.7 Endorse to Logistics Management Department (LMD) for the Customs and Duties Exemption			
	<b>TOTAL</b>		<b>2 Days</b>	

**Note:**

*The indicated duration of service is for one client being served at one time. The time is extended when there are two or more clients.*