

STREAMLINED CHECKLIST OF DOCUMENTARY REQUIREMENTS AND RATIONALIZED STANDARD PROCESSING TIME

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In support of the Anti-Graft and Corruption and Red Tape program of the government and upon recommendation of Management, the MARINA Board hereby prescribes the herein streamlined list of documents to be required for the various project-applications filed with this Authority and their corresponding standard processing time.

Only original copies of such documents or copies duly certified to be true and correct by issuing offices/officers shall be accepted. However, photo/fax copies of documents which have to be secured from abroad may be provisionally accepted, provided submission of their original/certified true copies, notarized/authenticated, as the case may be, shall be imposed as post-approval requirements.

Compliance with RA 7660, entitled "An Act Rationalizing the Structure and Administration of the Documentary Stamp Tax, Amending for the Purpose Certain Provisions of the National Internal Revenue Code, As Amended, Allocating Funds for Specific Programs, And For Other Purposes" shall be enforced in accordance with MARINA's Office Order No. 07-94 which incorporated the pertinent provisions of said Act.

This Circular shall not, however, preclude the Administrator from waiving some or any of the documentary requirements and/or prescribing other documents to be submitted based on situational circumstances.

It is henceforth understood that this Circular has repealed such MARINA rules and regulations only insofar as documentary requirements are concerned. The payment of processing and other fees shall be in accordance with the existing guidelines and their amendments.

This Circular shall take effect fifteen (15) days after its publication once in a newspaper of general circulation.

Adopted: 13 Dec. 2001

BY THE AUTHORITY OF THE BOARD:

(SGD.) ATTY. OSCAR M. SEVILLA
Administrator

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