



NOTICE TO ALL GCG STAKEHOLDERS

SUBJECT : PROTOCOL ON THE SUBMISSION BY GOCCs OF REQUESTS, APPLICATIONS, OR OTHER DOCUMENTS THAT REQUIRE APPROVAL, RESOLUTION, OR OPINION OF THE GCG

DATE : 26 MAY 2021

The submission of requests, applications, and other documents requiring approval, resolution, or opinion of the Governance Commission for GOCCs (GCG) shall be made through a formal letter signed by any of the following:

- Chief Executive Officer (CEO);
- Compliance Officer;
- Corporate Secretary; or
- Other Officer with written authorization.

Such requests, applications, or other documents may be digitally signed, *provided*, the same complies with the Department of Information and Communications Technology (DICT) Philippine National Public Key Infrastructure (PNPKI). Such use of electronic signatures is consistent with ARTA Advisory No. 1, s.2020, which advised the adoption of fast-track measures during this period of the COVID-19 pandemic.

For the health and safety of GCG personnel and our stakeholders, all duly signed and complete documents shall be submitted to the GCG electronically through feedback@gcg.gov.ph. While the GCG front desk will still accept documents submitted manually, the same is highly discouraged and as much as possible limited to voluminous documents that cannot be sent electronically or original copies of documents that require notarization.

GOCCs shall designate a corporate email to receive all transmittals from the GCG, and a designated officer to acknowledge receipt thereof.

For queries and concerns, the GCG may be reached through e-mail also at feedback@gcg.gov.ph.

FOR INFORMATION AND GUIDANCE.