



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TOURISM

## PHILIPPINE RETIREMENT AUTHORITY

02 February 2021

ATTY. FLORDELIZA V. TRINIDAD

Director

Office of the National Administration Register

Room 106, UP Law Complex

UP Diliman, Quezon City

Dear Madam:

In compliance with Section 3, Book VII of the Administrative Code of 1987 and the Memoranda ~~from~~ the Office of the Associate Dean and Supervisor – UP Law Complex, we are submitting herewith (3) certified true copies of the original of the PRA Circular No. 002, dated January 28, 2021, series of 2021 Re: Guidelines on the Use of Exit and/Or Entry Pass/es for SRR Visa Holders.

Thank you.

Very truly yours,

ATTY. BIENVENIDO K. CHY

General Manager / CEO



29/F Citibank Tower , 8741 Paseo de Roxas, Makati City 1220, Philippines  
Tel. No.: +632.8848.1412 Fax No.: +632.8848.7106 MCPO Box : 1147  
Email address: inquiry@pra.gov.ph Website: www.pra.gov.ph



PHILIPPINE RETIREMENT AUTHORITY

PRA Circular No. 002  
January 28, 2021  
Series of 2021

**SUBJECT : GUIDELINES ON THE USE OF EXIT AND/OR ENTRY PASS/ES  
FOR SRR VISA HOLDERS**

X-----X

In adherence to the tall order of the PRA Board and in keeping up with what has been agreed upon during the meeting of the Inter-Agency Working Group for Foreign Nationals led by the Department of Justice (DOJ), all PRA members/holders of SRR Visa are now required to submit and/or present an accomplished **Travel Information Pass (TIP)** as a condition precedent for them to be allowed entry to and departure from the Philippines.

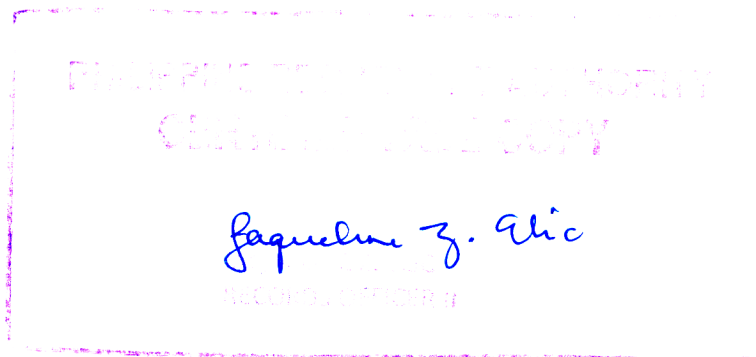
The said document shall be valid for thirty (30) days and shall be submitted to officials of the Bureau of Immigration (B.I.) at any ports of entry and exit, either in the form of a printed or electronic copy generated by the PRA Web application, together with the passport, PRA I.D. Card and other travel documents everytime a retiree-member/SRRV holder intends to travel in and out of the country. The travel pass is valid only for 30 days from date of issuance. Future travel/s after the 30-day prescribed period necessitates the issuance of a new exit or entry pass to the retiree concerned.

To facilitate the entry/exit and to provide convenience to their travel, SRRV holders are advised to inform the Servicing Division of the P.R.A. via e-mail at [entryexit@pra.gov.ph](mailto:entryexit@pra.gov.ph) of their intended travel at least seven (7) days before their departure or arrival for the Authority to make the necessary coordination with the airport officials of the Bureau of Immigration.

The Servicing Division of the Resident Retiree Servicing Department (RRSD) shall be responsible for the circularization and implementation of their policy.

This Circular shall take effect after fifteen (15) days from its registration with the Office of the National Administrative Register (ONAR) at the U.P. Law Center.

ATTY. BIENVENIDO K. CHY  
CEO/General Manager



PHILIPPINE RETIREMENT AUTHORITY

PRA Circular No. 002  
January 28, 2021  
Series of 2021

**SUBJECT : GUIDELINES ON THE USE OF EXIT AND/OR ENTRY PASS/ES  
FOR SRR VISA HOLDERS**

X-----X

In adherence to the tall order of the PRA Board and in keeping up with what has been agreed upon during the meeting of the Inter-Agency Working Group for Foreign Nationals led by the Department of Justice (DOJ), all PRA members/holders of SRR Visa are now required to submit and/or present an accomplished **Travel Information Pass (TIP)** as a condition precedent for them to be allowed entry to and departure from the Philippines.

The said document shall be valid for thirty (30) days and shall be submitted to officials of the Bureau of Immigration (B.I.) at any ports of entry and exit, either in the form of a printed or electronic copy generated by the PRA Web application, together with the passport, PRA I.D. Card and other travel documents everytime a retiree-member/SRRV holder intends to travel in and out of the country. The travel pass is valid only for 30 days from date of issuance. Future travel/s after the 30-day prescribed period necessitates the issuance of a new exit or entry pass to the retiree concerned.

To facilitate the entry/exit and to provide convenience to their travel, SRRV holders are advised to inform the Servicing Division of the P.R.A. via e-mail at [entryexit@pra.gov.ph](mailto:entryexit@pra.gov.ph) of their intended travel at least seven (7) days before their departure or arrival for the Authority to make the necessary coordination with the airport officials of the Bureau of Immigration.

The Servicing Division of the Resident Retiree Servicing Department (RRSD) shall be responsible for the circularization and implementation of their policy.

This Circular shall take effect after fifteen (15) days from its registration with the Office of the National Administrative Register (ONAR) at the U.P. Law Center.

ATTY. BIENVENIDO K. CHY  
CEO/General Manager

PHILIPPINE RETIREMENT AUTHORITY  
CERTIFIED TRUE COPY

*Jaqueline Z. Qui*

RECORDS OFFICER

PHILIPPINE RETIREMENT AUTHORITY

PRA Circular No. 002  
January 28, 2021  
Series of 2021

**SUBJECT : GUIDELINES ON THE USE OF EXIT AND/OR ENTRY PASS/ES  
FOR SRR VISA HOLDERS**

X-----X

In adherence to the tall order of the PRA Board and in keeping up with what has been agreed upon during the meeting of the Inter-Agency Working Group for Foreign Nationals led by the Department of Justice (DOJ), all PRA members/holders of SRR Visa are now required to submit and/or present an accomplished **Travel Information Pass (TIP)** as a condition precedent for them to be allowed entry to and departure from the Philippines.

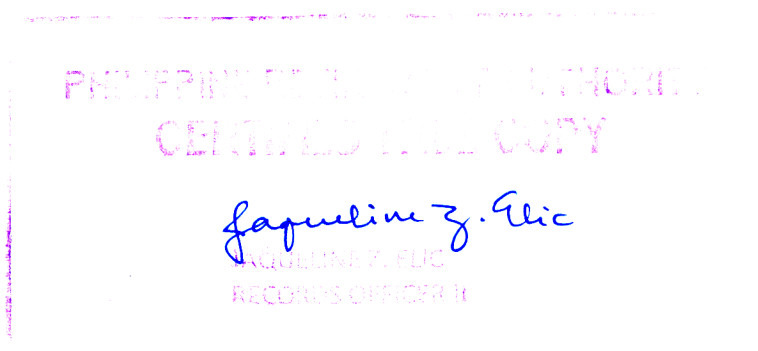
The said document shall be valid for thirty (30) days and shall be submitted to officials of the Bureau of Immigration (B.I.) at any ports of entry and exit, either in the form of a printed or electronic copy generated by the PRA Web application, together with the passport, PRA I.D. Card and other travel documents everytime a retiree-member/SRRV holder intends to travel in and out of the country. The travel pass is valid only for 30 days from date of issuance. Future travel/s after the 30-day prescribed period necessitates the issuance of a new exit or entry pass to the retiree concerned.

To facilitate the entry/exit and to provide convenience to their travel, SRRV holders are advised to inform the Servicing Division of the P.R.A. via e-mail at [entryexit@pra.gov.ph](mailto:entryexit@pra.gov.ph) of their intended travel at least seven (7) days before their departure or arrival for the Authority to make the necessary coordination with the airport officials of the Bureau of Immigration.

The Servicing Division of the Resident Retiree Servicing Department (RRSD) shall be responsible for the circularization and implementation of their policy.

This Circular shall take effect after fifteen (15) days from its registration with the Office of the National Administrative Register (ONAR) at the U.P. Law Center.

ATTY. BIENVENIDO K. CHY  
CEO/General Manager



PHILIPPINE RETIREMENT AUTHORITY

PRA Circular No. 002  
January 28, 2021  
Series of 2021

**SUBJECT : GUIDELINES ON THE USE OF EXIT AND/OR ENTRY PASS/ES  
FOR SRR VISA HOLDERS**

X-----X

In adherence to the tall order of the PRA Board and in keeping up with what has been agreed upon during the meeting of the Inter-Agency Working Group for Foreign Nationals led by the Department of Justice (DOJ), all PRA members/holders of SRR Visa are now required to submit and/or present an accomplished **Travel Information Pass (TIP)** as a condition precedent for them to be allowed entry to and departure from the Philippines.

The said document shall be valid for thirty (30) days and shall be submitted to officials of the Bureau of Immigration (B.I.) at any ports of entry and exit, either in the form of a printed or electronic copy generated by the PRA Web application, together with the passport, PRA I.D. Card and other travel documents everytime a retiree-member/SRRV holder intends to travel in and out of the country. The travel pass is valid only for 30 days from date of issuance. Future travel/s after the 30-day prescribed period necessitates the issuance of a new exit or entry pass to the retiree concerned.

To facilitate the entry/exit and to provide convenience to their travel, SRRV holders are advised to inform the Servicing Division of the P.R.A. via e-mail at [entryexit@pra.gov.ph](mailto:entryexit@pra.gov.ph) of their intended travel at least seven (7) days before their departure or arrival for the Authority to make the necessary coordination with the airport officials of the Bureau of Immigration.

The Servicing Division of the Resident Retiree Servicing Department (RRSD) shall be responsible for the circularization and implementation of their policy.

This Circular shall take effect after fifteen (15) days from its registration with the Office of the National Administrative Register (ONAR) at the U.P. Law Center.

ATTY. BIENVENIDO K. CHY  
CEO/General Manager

