

SEC CONTACT CENTER

The Securities and Exchange Commission (SEC) Main Office, Satellite Offices and Extension Offices continue to operate at limited capacity and implement alternative work arrangements while quarantine measures remain in place across the country due to the COVID-19 pandemic.

In the meantime, the public may reach the Commission through the following email addresses and phone numbers for queries and other concerns during office hours.

MATTERS OF CONCERN	EMAIL ADDRESS/ WEBSITE	PHONE NUMBER
Information & Communications Technology Department		
<i>Enrollment in the SEC Online Submission Tool (OST)</i>	inquiry_ost1@sec.gov.ph inquiry_ost2@sec.gov.ph	0975-223-3958 0926-628-9813
<i>Online Submission of Annual Financial Statements (AFS), General Information Sheet (GIS) and Other Reports using the OST</i>		0906-620-2298 0906-404-2252
<i>Request for Copies of SEC documents</i>	https://secexpress.ph	8737-8888
Company Registration and Monitoring Department		
<i>Request for Monitoring and Status of Ordinary Domestic Corporations</i>	crmd_monitoring@sec.gov.ph	8818-2886 8818-0921 (loc. 295 and 240) 0915-858-7520 0915-858-7513
<i>Request for Regular Monitoring of Foreign Corporations (Branch Offices, Representative Office, Regional Headquarters (RHQ) and Regional Operating Headquarters (ROHQ))</i>	cmd_foreign_monitoring@sec.gov.ph	
<i>Request for Monitoring with Amendment and Other Applications</i>	cmd_amendment_monitoring@sec.gov.ph	
<i>Petition to Lift Order of Revocation/ Suspension</i>	cmd_petitiontolift_suspension-revocation@sec.gov.ph	

<i>Public Assistance Service of CRMD by Answering Email Queries</i>	crmd_publicassistance@sec.gov.ph	8818-7187 8818-0763 8818-5554 8818-8803 8818-5811
<i>Registration through the Company Registration System (CRS) for Partnerships/Corporations with 5 to 15 Incorporators/Foreign Corporations</i>	crs.sec.gov.ph	8818-5235 8818-9225
<i>Registration through the Interim Registration System (IRS) for One Person Corporations (OPC) and Corporations with Less Than Five Incorporators</i>	apps004.sec.gov.ph:8001/application	8818- 0921 (loc. 219) 0915-858-7519
<i>Inquiries of Pending Applications/ Submission of Supplemental Requirements for Registrant OPC (e.g., FIA Forms/ Authenticated Board Resolutions)</i>	crmd_registration_opc@sec.gov.ph	8818-5235 8818-9225 8818- 0921 (loc. 219) 0915-858-7519
<i>Inquiries on Pending Applications/ Submission of Supplemental Requirements for Registrant Corporations with Less Than Five Incorporators (e.g., FIA Forms/ Authenticated Board Resolutions)</i>	crmd_registration_234@sec.gov.ph	
<i>Inquiries of Pending Applications/ Submission of Supplemental Requirements for Registrant Regular Corporations (5 to 15 incorporators) (e.g., FIA Forms/ Authenticated Board Resolutions)</i>	crmd_registration_regular@sec.gov.ph	
<i>Inquiries on Status of Issuance of Certificates of Incorporation</i>	cprd_appointment01@sec.gov.ph	
<i>Application for Amendment of Articles of Incorporation other than Article VII/ By-laws and Articles of Partnership</i>	crmd_emer_amend1@sec.gov.ph	
<i>Application for Amendment/ Conversion of SEC Licenses of Foreign Corporations/ Withdrawal of SEC License/ Substitution of Resident Agent</i>	crmd_amend_foreign@sec.gov.ph	

<i>Inquiries on Status of Issuance of Certificates of Amendment of Articles of Incorporation, By-laws/ License</i>	cprd_appointment02@sec.gov.ph	
<i>Actions (Two Party Complaints/ Petitions) such as:</i> <i>Petition for Revocation, Change of Name, Voluntary Dissolution not prejudicial to the interests of creditors and Other complaints that may fall within CRMD jurisdiction under 2016 Rules of Procedures</i>	cprd_2partycomplaints-petitions@sec.gov.ph	8818-5235 8818-9225 8818- 0921 (loc. 219) 0915-858-7519
<i>Petition for Correction</i>	cprd_petitionforcorrection@sec.gov.ph	
<i>Request for issuance of Certificate of Paid-up capital/ Capital structure</i>	faad_application01@sec.gov.ph	8818-5922 8818- 0921 (loc. 238;296) 0915-858-7516
<i>Petition for Cancellation or Substitution of Payment in relation to the use of properties that require Ownership Registration as Paid-up Capital</i> <i>(SEC Memorandum Circular No. 14, Series of 2013)</i>	faad_petitionapplication@sec.gov.ph	
<i>Application of Corporate Reorganization</i>	faad_application02@sec.gov.ph	
<i>Creation of APIC, Confirmation of Valuation and Property Dividend Application</i>	faad_application03@sec.gov.ph	8818-5922 8818- 0921 (loc. 238 and 296) 0915-858-7516
<i>Issuance of Acknowledgment Letter for Cash Dividend and Stock Dividend</i>	faad_application04@sec.gov.ph	
<i>Quasi Reorganization and Equity restructuring</i>	faad_application05@sec.gov.ph	
<i>Article 7 (Increase and Decrease of Capital Stock) reclassification/ declassification /conversion of shares and change par</i>	faad_application06@sec.gov.ph	
<i>Monitoring for FAAD Applications</i>	faad_monitoring@sec.gov.ph	

<i>Registration of Capital Market Professionals through the Capital Market Participants Registry System (CMPRS)</i>	cmprs.sec.gov.ph	8818-7187 8818- 0921 (loc. 272)
<i>Amendments of secondary license (Additional/Removal of Funds)</i>	lu_application01 @sec.gov.ph	
<i>Transfer Agent Renewal</i>	lu_application02 @sec.gov.ph	
<i>Payment of Annual Fees of Capital Market Professionals</i>	cmprs.sec.gov.ph	
<i>Request for Certificates of No Derogatory Records/ Affirmative/ Negative</i>	cfrd_application02 @sec.gov.ph	8818-8738 8818-8803
<i>Request of Authenticated Copies for Government Agencies</i>	cfrd_application01 @sec.gov.ph	8818- 0921 (loc. 214) 0915-858-7516
Corporate Governance and Finance Department		
<i>Corporate Governance, Mutual Fund Companies, Financing and Lending Companies, Foundations, Accredited Microfinance NGOs</i>	cgfd@sec.gov.ph	0926-017-0248
Markets and Securities Regulation Department		
<u><i>Securities Registration Division</i></u> <i>PLCs and other regulated entities</i> <ul style="list-style-type: none"> • <i>Registration of Securities</i> • <i>Structured Reports</i> <u><i>Market and Intermediaries Division</i></u> <i>Brokers, Dealers, Other Market Participants, Publicly Listed Companies Filing of Annual Reports and Other Regulatory Reports</i>	msrd_covid19@sec.gov.ph	0916-383-8633
Enforcement and Investor Protection Department		
<i>Investigation, Cease and Desist Order (CDO), Revocation Proceedings</i>	epd@sec.gov.ph	0961-519-7829 0961-684-4088 0927-162-2792 0930-754-9873 0931-141-0788 0951-949-8920 0961-713-1472 0951-656-5571
<i>Mandatory Disclosure Form (MDF), Compliance with Anti-Money Laundering Act (AMLA) Requirements, Investigation, Cease and Desist Order (CDO), Revocation Proceedings</i>	eipd-amld@sec.gov.ph	

Economic Research and Training Department		
Certification Examinations and Seminar	certification@sec.gov.ph	0998-841-3545
General Form for Financial Statements (GFFS) or Special Form for Financial Statements (SFFS)	ertd_gffs@sec.gov.ph	0998-841-3544
Statistics	mtmbersabal@sec.gov.ph	
Financial Management Department		
Payment of Filing Fees	dbpabuaya@sec.gov.ph rbtan@sec.gov.ph cabrown@sec.gov.ph	0966-527-2050
Office of the General Accountant		
Accreditation of Auditing Firms, External Auditors, Financial Reporting, Audit Issues	secoga@sec.gov.ph	0961-605-1968
Office of the General Counsel		
En Banc Cases, Appeals, Legal Opinions	ogc_picc@sec.gov.ph	0951-999-7249
Human Resource and Administrative Department		
Vacancies and Other HR Matters	hrad@sec.gov.ph	0920-659-4394
Bidding and Awards Committee (BAC)	bacsecretariat@sec.gov.ph	
SEC Extension Offices		
SEC Baguio	secbaguio@sec.gov.ph	(074) 309-5804
SEC Tarlac	rrlaus@sec.gov.ph	(045) 491-0140
SEC Legazpi		
Company registration, reportorial requirements, request for authenticated copies of documents	secbicol@gmail.com	0915-354-4131
Monitoring, amendment, requests for certificate of good standing, other concerns		0929-883-1917
SEC Cebu	seccebu@sec.gov.ph	(032) 412-7091 0915-590-7180
SEC Bacolod	sec.bcdextension@gmail.com secbacolod2018@gmail.com	(034) 445-5713 (034) 445-5174 0905-568-8256 0998-841-2004
SEC Iloilo	sec_ieo6@yahoo.com reports_iloilo@sec.gov.ph	(033) 337-9984 (033) 335-0025
SEC Cagayan de Oro	seccdoeo@gmail.com	(088) 857-4325
SEC Davao	secdavao@gmail.com	0915-327-4459 0933-455-3547
SEC Zamboanga	sec_zeo@yahoo.com reports_zeo@sec.gov.ph	(062) 991-7163 (062) 993-1437 0953-325-2934