



Republic of the Philippines
Department of Finance
Securities and Exchange Commission
SEC Building, EDSA, Greenhills, Mandaluyong City

TO : ALL CORPORATIONS

**SUBJECT : SUBMISSION OF THE GENERAL AND SPECIAL
FORM FOR FINANCIAL STATEMENTS IN ELECTRONIC
FORMAT**

REMINDER

This is to remind all corporations covered under SEC Memorandum Circular No. 6, Series of 2006 (the "Circular") which prescribes the submission of the General Form of Financial Statements (GFFS) and the industry-specific Special Form of Financial Statements (SFFS) in electronic copy. Said copy should be in compact disc form properly labelled with the complete name of the corporation.

The GFFS and SFFS in electronic format shall be submitted within thirty (30) days from the last day of submission of the Annual Audited Financial Statements with a Certification under oath signed by the Treasurer, Chief Financial Officer, or a person occupying an equivalent rank in the company, that the prescribed accounts and figures provided in electronic documents are based on the contents of the Annual Audited Financial Statements submitted to SEC.

Failure to comply with the Circular shall be deemed non-compliance with SEC reportorial requirements and appropriate penalties shall apply.


TERESITA J. HERBOSA
Chairperson