

FINANCING AND LENDING COMPANIES DEPARTMENT

NOTICE

FOR : ALL FINANCING COMPANIES AND LENDING COMPANIES

SUBJECT : SUBMISSION OF IMPACT EVALUATION REPORT SURVEY FORM

DATE: : 21 JANUARY 2026

This Notice is issued to require all Financing Companies (FCs) and Lending Companies (LCs) to accomplish and submit the Impact Evaluation Report (IER) Survey Form pursuant to Section 4 of SEC Memorandum Circular No. 3, Series of 2022 (MC 03).¹

I. LEGAL BASIS

Section 4 of MC 03, as amended, provides:

“All FCs and LCs, whether or not offering loans covered by the ceiling, shall submit an IER xxx using the form prescribed by the Commission.”

II. COVERAGE

All FCs and LCs, regardless of whether they currently offer loans subject to interest rate ceilings, are required to comply with this reporting requirement.

III. ACCOMPLISHMENT OF THE IER SURVEY FORM

- Download and Completion:** The IER Survey Form must be downloaded from the SEC website and completed using **Microsoft Excel (version 2021 or higher)** on a personal computer to ensure proper formatting and data integrity.
- Designated Representative:** Each FC or LC shall designate an authorized representative who shall:
 - serve as the primary point of contact with SEC-FinLenD;
 - ensure the accuracy, completeness, and consistency of the submitted information; and
 - respond promptly to any clarification requests.

Only the designated representative will be engaged by SEC-FinLenD for purposes of follow-up and verification.

- Accuracy and Supporting Data:** All responses must be accurate, complete, and consistent with the company's records. The Financing and Lending Companies Department reserves the right to verify the submitted information against

¹ Implementation of the Bangko Sentral ng Pilipinas Circular No. 1133 Series of 2021 on the ceiling/s on Interest Rates and Other Fees charged by Lending Companies, Financing Companies, and their Online Lending Platforms.

available records and to require the submission of supporting documents, clarifications, or additional information as may be necessary to validate the accuracy and reliability of the data provided.

4. **Glossary of Terms:** Companies are advised to review the Glossary of Terms in the IER Survey Form prior to completing the form to ensure uniform interpretation of survey items.

IV. SUBMISSION REQUIREMENTS

1. **Deadline:** The duly accomplished IER Survey Form shall be submitted not later than **31 March 2026**.
2. **File Formats (MANDATORY):** The IER Survey Form must be submitted in **both** of the following formats:
 - a. **Excel File** – the original, unlocked Microsoft Excel file containing all accomplished worksheets; and
 - b. **PDF File** – a complete, **signed** PDF version of the same Excel workbook. The entire Excel workbook must be saved as **one (1) PDF file**, page size set to **A4**, using either of the following methods:
 - a) *Print to PDF* (Print Entire Workbook, A4); or
 - b) *Save as PDF* (Publish Entire Workbook).
3. **File Naming Convention:** All files shall be saved using the following filename format:

2025 IER – [SEC Primary Registration Number]

4. **Mode of Submission:** Both the **Excel file and the PDF file** shall be uploaded exclusively through the SEC Electronic Filing and Submission Tool (SEC eFAST) at: <https://efast.sec.gov.ph>

V. COMPLIANCE AND PENALTIES

Pursuant to the SEC's Notice to the Public dated 11 October 2022², all submissions will be accepted, but **INCOMPLETE, INACCURATE, FALSE, or MISLEADING submissions shall be subject to penalties** in accordance with applicable laws, rules, and regulations.

VI. INQUIRIES

For questions or clarifications, please contact:

 finlend_queries@sec.gov.ph

 (02) 8818-5990

For **strict compliance**.

² Notice 11 October 2022 Re: Reportorial Requirements Submitted by Corporations shall be Accepted and Considered Complete and Accurate. Any Inaccuracy, Incompleteness, and/or False or Misleading Information in the Submitted Reports shall be Penalized Accordingly.