NOTICE

TO : **ALL CONCERNED COMPANIES**

SUBJECT : **SUBMISSION OF SECONDARY REPORTS FROM iMESSAGE ONLINE TICKETING SYSTEM TO eFAST**

DATE : **4 AUGUST 2026**

Pursuant to the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 or Republic Act No. 11032, which requires all government agencies to adopt zero-contact policy and to automate business related transactions, SEC Memorandum Circular No.3, Series of 2021, and SEC issued notices on the use of iMessage Online Ticketing System, all concerned companies are hereby advised that the following reportorial documents under the jurisdiction of Company Registration and Monitoring Department (CRMD) shall be submitted in **pdf format** through the Electronic Filing and Submission Tool (eFAST) at https://efast.sec.gov.ph effective **17 August 2026**.

Form Type / Description	Submission Type	Period Covered	Prescribed Format
IR Inward Remittance	Initial Annual	Notary Date	pdf
NUF Notification Update Form	Update	Notary Date	pdf, pdf converted from excel
OPC-Notice Notice of Change of Nominee/Alternate Nominee of One Person Corporation	Update	Notary Date	pdf
SP-Income Statement Special Purpose Income Statement	Annual	Fiscal Year End	pdf
NPAM Notice-Postponement of Annual/Meeting	As Needed	Letter Date	pdf
Affidavit-Corporation Sole Affidavit-Corporation Sole	Annual	Notary Date	pdf

The submission of the abovementioned reports through the iMessage Online Ticketing System **shall not be considered and accepted for purpose of timely compliance** and shall be deemed as **NOT FILED.**

The reckoning date of receipt of reports is the date the report was initially submitted to the eFAST, if the filed report is compliant with the existing requirements. A report which was reverted or rejected is considered not filed or not received.

Please note of the following common reasons for reports to be reverted:

1. Poor image quality
   (e.g. cut and paste signature, blurred, unreadable, and camera scan/picture, high-resolution scan of more than 150 dpi)
2. Horizontal image orientation
3. Wrong company profile
4. Wrong period covered
5. Wrong submission type

This notice is issued for the information and guidance of all concerned.