

FINANCIAL ANALYSIS AND AUDIT DEPARTMENT

NOTICE

SUBJECT: UPDATE ON THE FAAD EMAIL REGISTRY AND DESIGNATION OF NEW EMAIL ADDRESS FOR THE MERGERS, CONSOLIDATION AND CORPORATE REORGANIZATION DIVISION (MCCRD)

The public is hereby advised that a new email address has been designated for the following services of the **Mergers, Consolidation and Corporate Reorganization Division (MCCRD)** of the **Financial Analysis and Audit Department (FAAD)**:

1. Confirmation of Valuation;
2. Creation of Additional Paid-in Capital (APIC);
3. Creation of Bonded Indebtedness;
4. Equity Restructuring;
5. Mergers and Consolidations (*except banks*);
6. Property Dividend Declaration;
7. Quasi-Reorganization; and
8. Requests for Acknowledgement of Cash or Stock Dividend Declaration (for shares that are not listed).

These services may be availed of by **domestic corporations with Filipino ownership or with foreign equity ownership of forty percent (40%) or less**, except for **mergers and consolidations**, which cover **all domestic corporations**.

Accordingly, applications and/or requests for the above-mentioned services may be submitted through:

Email: faad_mccrd@sec.gov.ph;
SEC iMESSAGE: <https://imessage.sec.gov.ph/>.

Meanwhile, **the following email addresses / platforms shall continue** to receive applications and/or requests for the services indicated below:

MATTERS OF CONCERN	EMAIL ADDRESSES / WEBSITE
General Inquiries or concerns	• iMessage: imessage.sec.gov.ph
Follow-ups/ Inquiries related to applications filed through: • eAmend	• faad_inquiry@sec.gov.ph <i>Note: Please provide the following details to facilitate proper verification and assistance:</i> - Transaction number - Name of Corporation - Application Type
• Email	• FACD Applications: faad_application@sec.gov.ph • MCCRD Applications faad_mccrd@sec.gov.ph <i>Note: All follow-ups shall be made through the same email thread.</i>
Office of the Director	
1. Verified Petitions and Complaints Letter "D," Section 8, Rule I of the 2026 SEC Rules of Procedure.	• faad_petitions@sec.gov.ph
2. For appointment issuance on signed Certificates, Letters, and Requests; and 3. For submission of compliance with the undertaking to submit proof of transfer of ownership in relation to properties used as payment	• faad_appointment01@sec.gov.ph

for the subscription to shares.	
Monitoring Unit	
4. Requests for Monitoring Clearance	• https://ewatch.sec.gov.ph/login <i>Note: Applicants with pending and/or intended applications before FAAD may simultaneously apply for a monitoring clearance</i>
5. For appeals on imposed penalties/fines in relation to the Monitoring Sheet issued by the FAAD and matters pertaining to the Department's post-audit functions.	• faad_monitoring@sec.gov.ph
Financial Amendments and Compliance Division	
6. a. Certification of Paid-up Capital/ Capital Structure/ Percentage of Ownership for Domestic Stock Corporations Classified as Philippine National b. Certification of Capital/ Contribution of Domestic Partnership Classified as Philippine National	• faad_application@sec.gov.ph ; or • iMessage: imessage.sec.gov.ph
7. Increase of Capital Stock	
a. Increase of Capital Stock by way of Cash for One Person Corporations (OPC) Classified as Philippine National	• eAmend Portal: eamend.sec.gov.ph Note: <i>Simple processing</i> - uses system generated forms
b. All others	• Electronic mail: faad_application@sec.gov.ph

	eAmend Portal: eamend.sec.gov.ph <i>Note: If accompanied by other applications, submissions must be made <u>via email only</u></i>
8. Decrease of Capital Stock for Domestic Stock Corporations Classified as Philippine National	- Electronic mail: faad_application@sec.gov.ph - iMessage: imessage.sec.gov.ph <i>Note: If accompanied by other applications, submissions must be made <u>via email only</u></i>
9. Reclassification/Declassification/Conversion of Shares/Change in par value for Domestic Stock Corporations Classified as Philippine National	
Merger, Consolidations, and Corporate Reorganization Division	
10. Merger/Consolidation (For Banks)	Electronic mail: mergersconsobanks_faad@sec.gov.ph

The public is advised to use the appropriate email address corresponding to the service or request being submitted.

For your guidance and compliance.

Issued on 10 August 2026 in Makati City, Philippines.