# CORPORATE APPLICATION FORM

Referred by:    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Submitted:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| What is your purpose for joining PMAP? |
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| How can your company/you contribute to PMAP? |
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| COMPANY INFORMATION | | | |
| Name of the Company: | | | |
| Address: | | | |
| Company Website Address: | | | Tel. number: |
| Company TIN: | | | Business Style/Trade Name[🛈](https://www.bir.gov.ph/images/bir_files/internal_communications_2/RMC%20No%2055-2019.pdf): |
| Products and Services: | | | |
| **Industry Classification**[**🛈**](https://psa.gov.ph/content/philippine-standard-industrial-classification-psic): *(If diversified into several industries, only choose the main source of income):*  **Administrative & Support Service Activities**  If others, please specify: | | | |
| **Enterprise Classification:** (Must be categorized by asset size or number of employees) | | | |
| **Micro** | *Up to Php 3,000,000 or 1 to 9 Employees* | | |
| **Small** | *Php 3,000,001 – Php 15,000,000 or 10 to 99 Employees* | | |
| **Medium** | *Php 15,000,001 – Php 100,000,000 or 100 to 199 Employees* | | |
| **Large** | *Above Php 100,000,000 or more than 200 Employees* | | |
| **Workforce Size** | | | **Unionized**? |
| Total Numbers of Managerial Employees: | |  | **Yes**  **No** |
| Total Numbers of Regular Employees (Non-Managerial): | |  | If unionized, affiliated with National Federation?  **Yes**  **No**  Name of Federation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name & No. of Unions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Total No. of Union Members: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Total Numbers of Contract**/**Project Employees: | |  |
| Total Number of Workforce | |  |

**REPRESENTATIVES INFORMATION**

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| PRINCIPAL REPRESENTATIVE  (CEO/ President or Highest-Ranking Executive) | | |
| **Photo** | Name (First, Middle Initial and Last Name): | |
| Designation in Company: | Email Address: |
| Year of Birth: | Mobile Number: |

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| REGULAR REPRESENTATIVE  (Personnel/HR Manager or one holding a managerial or executive position in the firm) | | |
| **Photo** | Name (First, Middle Initial and Last Name): | |
| Designation in Company: | Email Address: |
| Year of Birth: | Mobile Number: |

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| ALTERNATE REPRESENTATIVE  (Managing people/ or has a key role in the organization in promoting the advancement of its Human Resources) | | |
| **Photo** | Name (First, Middle Initial and Last Name): | |
| Designation in Company: | Email Address: |
| Year of Birth: | Mobile Number: |

REQUIRED DOCUMENTS:

Accomplished Application Form

Photocopy of the Company’s SEC

Photocopy of the Company’s SSS Registration

Proof of the Company’s regular remittance to the SSS (latest 3 months)

Latest Audited Financial Statements

Company Organizational Chart

Job Description and one (1) Photo each Representatives

DOLE Compliance Report if you are a Manpower/Outsourcing Company

You can send all the required documents through a shared link or you can directly send through this email [**membership@pmap.org.ph**](mailto:membership@pmap.org.ph) or [**rhea.paragsa@pmap.org.ph**](mailto:rhea.paragsa@pmap.org.ph)

For more information you may contact our Membership Services Coordinator **Ms. Rhea Paragsa** at **0976-0327767**.

**CONSENT FORM:**

In accordance with the Data Privacy Act of 2012, the PMAP is committed to protect and respect the personal data gathered from our members. If you agree to include your personal data in the PMAP membership directory, including your photos, please affix your signature in this application form.

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Printed Name and Signature Designation Date

**PRIVACY NOTICE**

We at PMAP value our members’ personal data and we will process them only for its intended purposes, such as: to deliver member benefits, to inform of PMAP related events, to help PMAP understand members needs and interest, and for sponsorship invitations.

The following information will be collected:

Employers’ name, address, telephone/fax number, website address, SEC reg. no., paid up capitalization, gross revenue, total workforce size, if company is unionized,

List of Officers and Board of Directors/Trustees, Name of Representatives, Representatives' full name, birth year, email address and mobile number.

Members may exercise all the rights of the data subjects as mandated under the Data Privacy Act of 2012 such as: the right to be informed; the right to access; the right to object; the right to erasure and blocking; the right to rectify; the right to file a complaint; the right to damages; and the right to data portability.

For other details, please contact PMAP’s Data Protection Officer at rene.delrosario@pmap.org.ph