

User's Manual

REGISTER LOCATOR

PEZA-PISCES

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1 Introduction

The objective of this document is to outline the various functions of the PISCES.

1.1 Purpose

This document serves as guideline on how to use the PISCES for users.

1.2 Intended Audience

This document is intended for Philippine Economic Zone Authority authorized personnel.

1.3 Scope

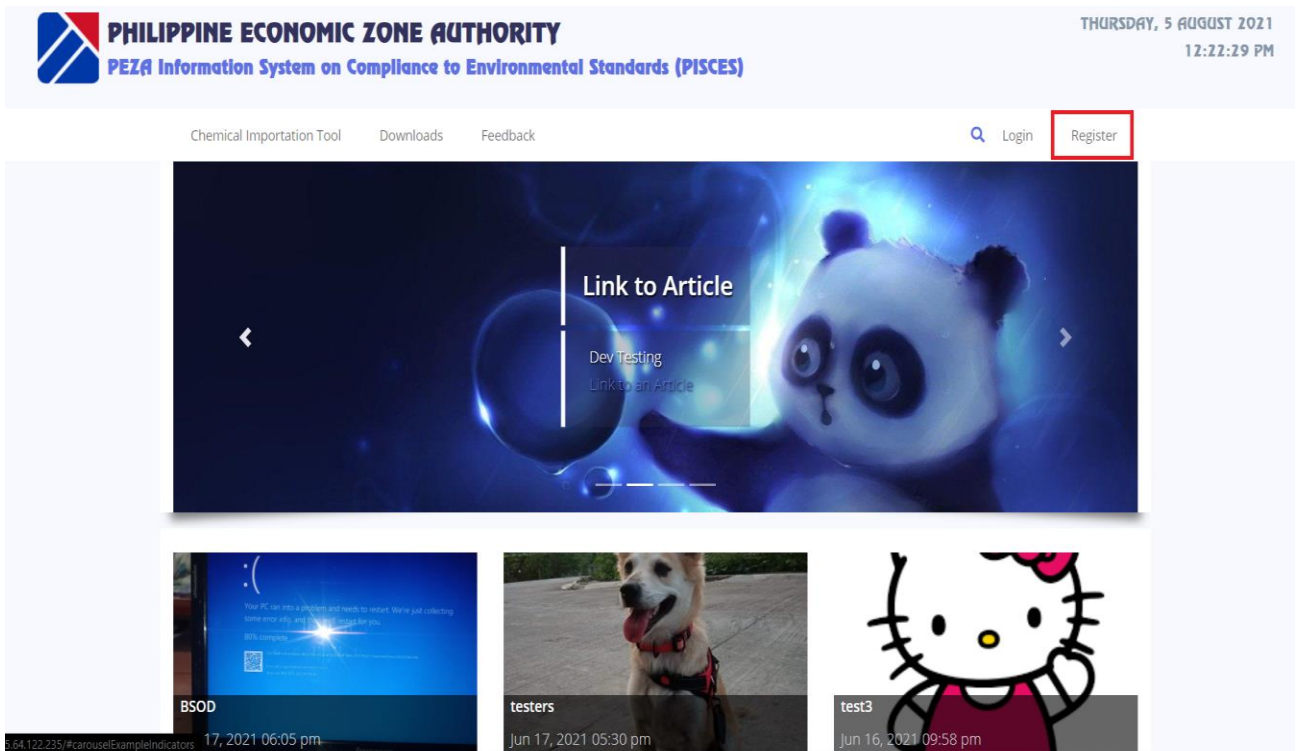
Scope of this document is to communicate user procedures for Philippine Economic Zone Authority (PEZA).

A. REGISTER LOCATOR

The functionality of the PEZA web application is to ensure that the user can register a new locator account.

STEPS TO EXECUTE:

1. Go to PEZA website,
2. Click "Register" button (this will load the Registration Form),
3. Fill out the form with complete information,
4. Click "Submit" button.



Locator Registration Form

PEZA Chemical Importation Tool Downloads Feedback

Q Login Register

REGISTER

Zone

Enterprise Name
If your Company/Enterprise Name and Economic Zone does not appear in the list, please contact MIS for Registration at (02) 8551 9591

Contact Person

Designation

E-Mail Address

Endorsement Letter
Attach a signed letter from the Company Head endorsing the Authorized Representative to manage the PISCES Account. [Sample Endorsement Letter](#)

All fields are required for locator registration, guidelines are displayed for issues with the enterprise or company name. The user can click the **Submit** button to successfully submit the registration for a locator (for approval by the admin/superadmin); otherwise, the user can click **Cancel** to redirect to the PEZA home page.