



Website: <u>www.dmw.gov.ph</u> | E-mail: <u>calamba@dmw.gov.ph</u> | Hotline: 0962 671 9976 | Landline: 049 548 1375

REQUEST FOR DMW CLEARANCE TO PROCESS A DIRECT HIRED WORKER

FOR: ASST. SECRETARY LEVINSON C. ALCANTARA

Pre-Employment Services

DATE:

CONTROL NO. : DH-001

NAME OF WORKER: Justine

JOBSITE : Allianz

POSITION : \${position}

SALARY: \$\{\salary\}

EMPLOYER : \$\{\text{employer}\}

FOR DMW CLEARANCE:

Employer qualifies under Section 124d (2) of the 2016 Revised POEA Landbased Rules and Regulations. The verified employment contract offered to the worker contains terms and conditions over and above the standards set by the POEA.

Recommending Approval:

ATTY. APRIL R. CASABUENA Regional Director

and f





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MEMORANDUM

TO :	ATTY.	APRIL R.	CASABUENA
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Regional Director

RO IVA

SUBJECT: Issuance of Overseas Employment Certificate

DATE: \${date}

Please be directed to cause the issuance of an Overseas Employment Certificate (OEC) to:

Justine		bound fo	or
Allianz	as	\${position}	, <u> </u>

Employer is exempt from the existing ban on direct hiring under Section 124 (d) of the 2016 Revised POEA Rules and Regulations Governing the Recruitment and Employment of Landbased Overseas Filipino Workers.

For compliance.

Assistant Secretary

and a

Pre-Employment Services





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MIGRANT WORKERS OFFICE PHILIPPINE EMBASSY/ PHILIPPINE CONSULATE CONFIRMATION

This is to certify that the original Offer of Employment/Contract of Employment of Mr./Ms. **DOMNGO ABE LABIAGA** as **BOILER** under employer **HIDRAMAR SL** bound for **SPAIN** has been confirmed:

•	Verified by Migrant Workers Office <u>\${mwo_office}</u> on <u>\${date_verification}</u> .
•	Authenticated by the Office of the Philippine Embassy / Office of the Consulate General of the Republic of the Philippines in on
•	Others:
Attached	is a copy of the transmittal for ready reference.
Date: <u>(C</u>	URRENDT DATE)
Evaluator:	(EVALUATEOR'S NAME)

ATTY. ROSEMARIE G. DUQUEZ, CESO V DIRECTOR IV



POSITION

Republic of the Philippines Department of Migrant Workers Basement, Andenson Building II, Brgy. Parian, Calamba City, Laguna 4027



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CHECKLIST OF REQUIREMENTS FOR EVALUATION OF DIRECT HIRE APPLICATION

PROFESSIONAL AND SKILLED WORKERS

BASIC SALARY: (CURRENCY)

(All documents to be submitted must be in MWPS-Direct)

USD PER MONTH

WORKER

CONTRACT DURATION: __ months

EMPLOYER NO DMW/POEA RECORD ✓ WORKSITE

EX-OFW

LAST RECORD:

DOCUME	NTARY REQUIREMENTS FOR CLEARANCE FROM THE DIRECT HIRE BAN	
TIME RE	CEIVED:	Remarks ATTACHED
✓	Passport with validity period of not less than one (1) year (POEA Advisory 42, series of 2019)	(PASSPORT NUMBER AND EXPIRY) DATE ATTACHED
√	Valid Work Visa, Entry/Work Permit (whichever is applicable per country). If visa assurance or guarantee is issued by employer, the same should be noted/acknowledged by the Government or Immigration Office in the jobsite.	VISA TYPE: VALIDITY:
✓	Employment Contract or Offer of Employment (ORIGINAL COPY) (3) ✓ Verified by the Philippines Overseas Labor Office (POLO) — Authenticated by the Philippine Embassy/Consulate for countries with no POLO. — Apostille with POLO Verification (MC 8, series of 2019) — Apostille with Philippine Embassy Acknowledgment (MC 8, series of 2019) — Notarized Employment Contract for DFA/Philippine Government Official Posted Overseas' Private Staff — Notice of Appointment with confirmation from SPAIN Embassy for JET Recipients — Employment contract with confirmation from SEM (Swiss Government) for Stagiaires Recipient	ATTACHED (MWO OFFICE) ISSUED:
V	Additional country-specific requirements: a. CANADA - Labor Market Opinion (LMO), Labor Market Impact Assessment (LMIA) for and Canadian Letter and Employer's Certificate of Registration from ECON (Province of Saskatchewan Executive Council) or Saskatchewan Immigration Nominee Program (SINP) approval required from workers to Saskatchewan in lieu of LMO b. USA- Labor Condition Application and Notice of Action c. Middle East and African countries- Contingency plan issued by the employer	
$\overline{}$	TESDA NC II/PRC License (EXPERIENCE) (4)	ATTACHED
	Compliance Form (Print from MWPS-Direct if necessary)	
	Valid Medical Certificate from DOH-accredited medical clinic authorized to conduct medical exam for OFWs. ✓ For African Countries – Yellow fever vaccination card by Bureau of Quarantine	
	Pre-Employment Orientation Seminar Certificate (PEOS)	
	Proof of certificate of insurance coverage covering at least the benefits provided under Section 37-A of RA 8042 as amended; ✓ Repatriation in case of Death ✓ For drivers – Vehicle Insurance from Employer	
DOCUME	NTARY REQUIREMENTS FOR OEC ISSUANCE (APPROVED STATUS IN MWPS-Direct)	
	E-Registration Account (Print from MWPS-Direct Registration Form)	
	Pre-Departure Orientation Seminar (PDOS) Certificate issued by OWWA	

RECEIVING OFFICER: (NAME OF EVALUATOR)
PRINTED NAME & SIGNATURE RECEIVED BY:

PRINTED NAME & SIGNATURE





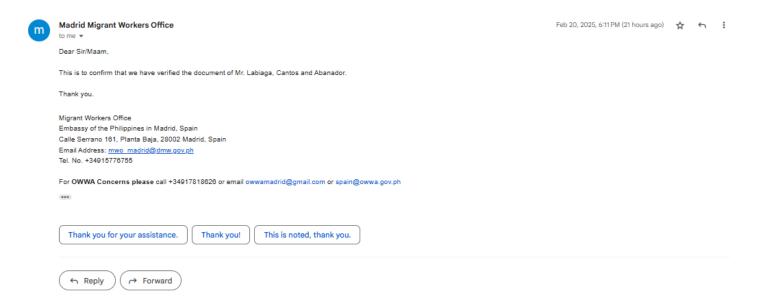
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TIME CLOSED: QUEUE NO Note: This Form is non-transferable and is issued for the sole purpose of above-stated worker only. Unauthorized replication of this Form shall be dealt with account.	
	ordingly
DATE: DATE:	

No. of Processed Workers = 0 in Principal, 0 in Landbased Accreditation System (5)



MWO/POLO/PE/PCG Validation (6)







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- 1. MM month in number | DD day | *** 3 digit number
- 2. Currency base on contract then convert to USD
- 3. Check one only
- 4. Encode some documents base on experience and higest education

5-6 attached screenshot