

Department of Migrant Workers

MIGRANT WORKERS PROCESSING DIVISION – RO IVA

Basement Andenson Bldg. II, Brgy. Parian, Calamba City, Laguna 4027

REQUEST FOR CLEARANCE TO PROCESS RETURNING WORKER BOUND FOR FOR ASSESSMENT COUNTRIES

FOR : **ATTY. JULYN S. AMBITO-FERMIN**
Director IV, Land-based Accreditation Bureau

DATE : May 1, 2025

Pursuant to Section 3 of Republic Act 10022 which aims at protecting the rights of the Migrant Workers.

CONTROL NUMBER : NVEC-2025-05-01-0001
NAME OF WORKER : Macatuno, Allana Carmona
DESTINATION : Tokyo, Japan
POSITION : Crew
EMPLOYER :
SALARY : 1000.00/ MONTH
NO. OF MONTH(S)/YEAR(S)
WITH THE PRINCIPAL :
DATE OF DEPARTURE : May 7, 2025

Employment History:

The returning worker was employed by the said employer since January 1, 2025 per attached of his Employment Certificate. Records show that he was processed on December 31, 2026 by the same employer. The returning worker arrived in the country last April 30, 2025 and appeared at DMW RO IVA May 1, 2025 on requesting to be issued a travel exit clearance.

Documents submitted:

- 1) Personal Letter requesting for clearance addressed Secretary of Department of Migrant Workers*
- 2) Valid passport;*
- 3) Work visa;*
- 4) Employment Contract;*
- 5) Employment Certificate;*
- 6) Last arrival in Philippines (email from Bureau of Immigration); and*
- 7) Flight Ticket*

Recommending Approval to Process:

ATTY. APRIL R. CASABUENA
Regional Director, DMW RO IV-A

Approved for Processing:

ATTY. JULYN S. AMBITO-FERMIN
Director IV, Land-based Accreditation Bureau