



**Philippine  
Overseas  
Employment  
Administration**

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**MEMORANDUM CIRCULAR NO. 02**  
Series of 2009

**TO ALL CONCERNED**

**SUBJECT : ADDITIONAL GUIDELINES ON THE RECRUITMENT AND  
DEPLOYMENT OF FILIPINO WORKERS TO CANADA**

**DATE : 18 February 2009**

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Further to POEA Memorandum Circular No. 6, series of 2008 on Guidelines on the Recruitment of Filipino Workers to Canada and in order to facilitate the recruitment and employment of Filipino workers in Canada, the following guidelines are hereby issued:

1. Registration of Canadian Principals based in Manitoba

All recruitment and employment documents shall be submitted to the POEA through the Philippine recruitment agency. Considering the government-backed recruitment by Manitoba employers who are registered and pre-qualified by Manitoba authorities, the documentary requirements for registration such as the Special Power of Attorney / Letter of Authority, manpower request, copy of pre-approval LMO / e LMO or Approval of Application to the Provincial Nominee Program, copy of business license and Master Employment Contract shall not need verification by the Philippine Overseas Labor Office.

2. Documentation of Name Hires

Non-household service workers (HSWs) name hired for Canada shall not be required to present individual verified employment contracts for processing of their employment documents.

For compliance.

  
JENNIFER JARDIN-MANALILI  
Administrator

**CONTROLLED AND DISSEMINATED**  
BY CRD ON FEB 19 2009