



MEMORANDUM CIRCULAR NO. 06
Series of 2011



TO : ALL LICENSED MANNING AGENCIES
SUBJECT : SUBMISSION OF DEPLOYMENT REPORTS

It has been observed that a majority of licensed manning agencies have not complied with Memorandum Circular No. 01 and Memorandum Circular No. 03, Series of 2011 particularly on the electronic submission of deployment reports on a weekly basis (every Friday) for data capture and statistical purposes.

In view of the need for more accurate and timely deployment data of our OFWs, licensed manning agencies shall continue to submit every Friday their deployment reports using the prescribed format, a copy of which is herein attached, to the Labor Assistance Center (lac_poea@yahoo.com).

Validation of exit clearances of seafarers at LAC shall be fully implemented as soon as possible, details of which shall be provided in a subsequent issuance.

For compliance.


CARLOS S. CAO, JR.
Administrator

CONTROLLED AND DISSEMINATED
BY CRD ON JUN 02 2011

