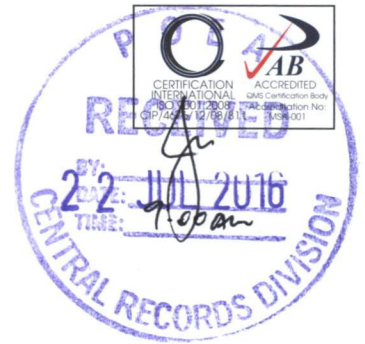




Philippine
Overseas
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Administration

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MEMORANDUM CIRCULAR No. 04
Series of 2016

To : All Accredited Foreign Principals/Employers
and POEA-licensed Agencies

Subject : Assistance to Overseas Filipino Workers

Pursuant to Part VIII of the Revised POEA Rules and Regulations Governing the Recruitment and Employment of Landbased Filipino Workers of 2016, the following obligations of foreign employers/principals are stipulated:

- I. Strictly monitor workers' welfare on site;
- II. Make certain the conducive work conditions of OFW;
- III. Guarantee timely grant of workers' compensation and allowances;
- IV. Promptly report OFW incidences to its Philippine representative and the concerned Philippine Overseas Labor Official (POLO);
- V. Ensure that in case of work stoppage due to company problems, conflicts and other unavoidable circumstances, OFWs are provided financial assistance, meals, security and lodging until the situation returns to normal; and
- VI. Work out the suitable repatriation of OFWs, where *condition V, above*, lasts longer than a month.

Proper coordination with the POLO and its representative in the Philippines must be made at all times.

For strict compliance.


HANS LEO J. CACDAC
Administrator

21 July 2016

