



Philippine
Overseas
Employment
Administration
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YOUR BRANCH**

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PHILIPPINE OVERSEAS EMPLOYMENT ADMINISTRATION
Administrative Branch **AB**
Central Records Division
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MEMORANDUM CIRCULAR NO. 17
Series of 2018

TO : ALL CONCERNED
**RE : GUIDELINES ON THE IMPLEMENTATION OF POEA GOVERNING BOARD
RESOLUTION NO. 06, SERIES OF 2018**

Pursuant to POEA Governing Board Resolution No. 06, Series of 2018, under the selective Balik-Manggagawa (BM) Exemption Program proposed by the DFA to exempt all returning workers, in the current deployment ban imposed on Iraq, the following guidelines are hereby issued for the processing and deployment of returning workers, except Household Service workers to Iraq.

A. Coverage

Returning workers who are:

- a. Employed by the company with existing contracts with the Government of the Republic of Iraq, the Government of the United States, the Government of Member States of the International Coalition, United Nations, other International Organization and International Non-Government Organization;
- b. Employed as private staff by foreign diplomats assigned in Baghdad and ranking officials of the Government of the Republic of Iraq provided that such employers have no pending labor-related cases as certified by the Philippine Embassy in Baghdad;
- c. Working and living in secured compounds in the following provinces; Babil, Baghdad, Basra, Dhiqar, Karbala, Maysan, Mathunna, Najaf, Qadisiyah, Saladin, Wasit; and
- d. Working and living on areas that are certified as safe by the Philippine Embassy in Baghdad and provided that their employers bring them to the nearest airport and back to their premises using secured and non-public transportation.

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B. Restriction

1. Processing of household service workers or domestic workers, whether new hire or returning shall not be allowed.
2. Processing and deployment of new hires and returning workers to the following "no-go" zones in Iraq is restricted:
 - a. Salahuddin
 - b. Anbar
 - c. Nineveh
 - d. Kirkuk

C. Requirements for BM Processing

1. Passport, valid at least six (6) months from the date of intended departure;
2. Valid and appropriate visa or work permit;
3. Verified Employment Contract providing among others, the exact address/location of jobsite; telephone number and email address of employer;
4. Certification of Employment indicating the period of employment with the company;
5. Certificate of exemption issued by the Philippine Embassy in Baghdad; and
6. Undertaking from the employer on the following:
 - a. Protection and safety of the worker;
 - b. That the worker will not be deployed/assigned to identified no-go zones;
 - c. To report to the Philippine Embassy and/or Philippine Overseas Labor Office significant incidents affecting the employment, safety and welfare of the worker; and
 - d. Immediate evacuation/repatriation of the worker as may be warranted.

For strict and immediate compliance.


BERNARD P. OLALIA
Administrator

21 November 2018

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