



Philippine
Overseas
Employment
Administration

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MEMORANDUM CIRCULAR NO. 11

Series of 2019

TO : ALL LICENSED LANDBASED AND SEABASED AGENCIES,
PRINCIPALS/EMPLOYERS, SHIPPING PRINCIPALS, LANDBASED AGENCY-
HIRED WORKERS, SEAFARERS AND OTHER CONCERNED AGENCIES AND
ENTITIES

SUBJECT : AMENDMENT OF CERTAIN PROVISIONS OF MEMORANDUM CIRCULAR
06, series of 2018 (New Procedure for Online Registration of Seafarers
and Seabased e-Contracts System) AND MEMORANDUM CIRCULAR 07,
series of 2018 (New Procedure for Online Registration of Landbased
Workers and Landbased e-Contracts System)

To ensure proper implementation of the new procedure for online registration of seafarers and the Seabased e-contracts system, and landbased workers and the Landbased e-contracts system, consistent with the mandate of this Administration to protect Overseas Filipino Workers, whether deployed or awaiting deployment, the following provisions of *Memorandum Circular Nos. 06 and 07, Series of 2018*, are hereby amended:

Item 2 (Request for Processing of Seafarers), Part III (SBECS Processing Procedure), in particular the second paragraph of Item 2.2 (b), of Memorandum Circular No. 6 Series of 2018, is hereby amended, the first sub-paragraph is hereby deleted, with the new paragraph now as follows:

If the deployment of the seafarer does not materialize, the licensed manning agency shall immediately submit a written explanation/report the reasons for the non-deployment and request the Administration to cancel the seafarer's processed documents, so as not to prejudice the processing of documents of the seafarer with another agency or PRA. If the deployment of the seafarer does not materialize due to the seafarer's fault, the licensed manning agency may initiate a case for disciplinary action against the seafarer. In no case shall the licensed manning agency withhold or deny the return of the seafarer's documents upon request pursuant to Section 112, Part III, Rule 3 of the 2016 POEA Rules and Regulations Governing the Recruitment and Deployment of Seafarers and Memorandum Circular No. 4, Series of 2017.

Item 2 (Request for Processing of NHWs), Part III (LBECS Processing Procedure), in particular the second paragraph of Item 2.2 (b), of Memorandum Circular No. 7 Series of 2018, is hereby deleted, and the succeeding paragraphs/provisions re-numbered accordingly.

For strict compliance.


BERNARD P. OLALIA
Administrator

CONTROLLED AND DISSEMINATED
BY CRD ON 11 OCT 2019