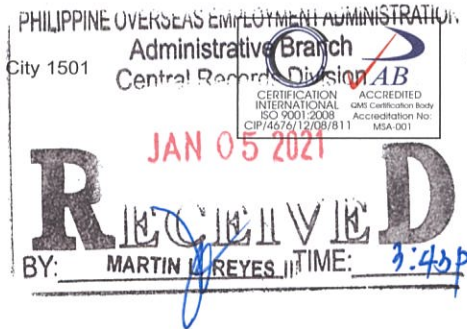




Philippine  
Overseas  
Employment  
Administration

Republic of the Philippines  
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**MEMORANDUM CIRCULAR No. 35**  
**Series of 2020**

**TO : ALL LICENSED MANNING AGENCIES (LMAs)**

**SUBJECT: CLARIFICATION /AMENDMENT ON MC No. 33, SERIES OF 2020 ON THE EXTENSION OF ACCREDITATION OF PRINCIPALS AND EXTENSION OF EXPIRED REVALIDATED MANPOWER REQUEST/JOB ORDER FOR THE SEABASED SECTOR**

To counter the negative effect of the ongoing Covid 19 pandemic and to aid the LMAs sustain their operations, the principal accreditation of LMAs whose expiration falls during the period covered by Memorandum Circular No. 7-A, Series of 2020, and Memorandum Circular No. 11-A, B, C & D, Series of 2020 is hereby automatically extended until 31 March 2021, subject to the following:

- I. Accreditation of Seabased Principals
  - a. Renewal of Accreditation
    - The LMAs concerned must submit the letter request of extension for the renewal of accreditation of principal and stating the reason for such extension addressed to the Director of the Seabased Center.
    - LMAs must submit the principal's confirmation that the Manning Agreement, Special Power of Attorney (SPA) and Business License are still valid.
    - The request is subject to the approval of the PSO Director.
  - b. Provisional Accreditation
    - The LMAs concerned must submit the letter request of extension for provisional accreditation of principal addressed to the Seabased Director.
    - LMAs must submit the principal's confirmation on the status of the verification/authentication of the Manning Agreement and SPA by the concerned Philippine Overseas Labor Office or Philippine Embassy.

**CONTROLLED AND DISSEMINATED**  
**BY CRD ON JAN 05 2021**

- The Director of the Seabased Center will inform the POLO having jurisdiction of the worksite and request its comment on the automatic extension of the accreditation of principal.
  - The approval of the PSO Director may be suspended or revoked upon the recommendation of the POLO
- II. Extension of expired revalidated Manpower Request/Job Order is not applicable to LMAs

Despite the extension of the accreditation of principal, LMAs are expected to comply with the renewal and/or upgrading to full accreditation of principal on or before March 31, 2020. No further extension maybe granted after the said date.

For strict compliance.



**BERNARD P. OLALIA**  
*Administrator*

CONTROLLED AND DISSEMINATED  
BY CRD ON JAN 05 2021