

Republic of the Philippines Department of Labor and Employment BFO Building, Ortigas Avenue cor. EDSA, Mandaluyong City 1501

Administration Website: www.poea.gov.ph E-mail: info@poea.gov.ph Hotlines: 722-1144, 722-1155

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Registration procedure for qualified applicants for nurses and caregivers under JPEPA

- 1. Register online at www.eregister.poea.gov.ph
- 2. Wait for POEA e-mail for further instructions. Only those who meet the minimum qualification shall receive a POEA e-mail notification.
- 3. Prepare original and photocopy of the following documents:
 - Self-made bio-data/resume with detailed job description with one (1) piece 2 X 2 colored picture
 - Valid Passport
 - Valid NBI Clearance (for travel abroad)
 - College Diploma (authenticated, if applying as caregiver)
 - Transcript of Records
 - Employment Certificates (at least 3 years hospital experience)
 - Training/skills Certificate

Additional requirements for applicant-nurses:

- Valid PRC ID
- Board Certificate
- Board Rating
- 4. Submit photocopy of the above documents fastened in a long, cream folder, together with the POEA e-mail notification at Window L, Ground Floor, POEA, BFO Building, Ortigas Avenue corner EDSA, Mandaluyong City or at the nearest POEA office in the regions.
- 5. POEA shall only accept documents of applicants with POEA e-mail notification.