

NEWS ADVISORY
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POEA issues guidelines on the processing of OECs of balik-manggagawa or returning workers

The Philippine Overseas Employment Administration has issued specific guidelines on the processing of exit clearance of returning workers pursuant to the POEA Governing Board Resolution No. 4, Series of 2018 amending Section 22 of the Revised POEA Rules and Regulations Governing the Recruitment and Employment of Landbased OFWs of 2016.

The guidelines cover (1) returning documented OFWs; (2) workers not previously registered with the POEA or workers with no existing record of deployment with the POEA or POLO; and (3) workers who changed employment on-site or workers who transferred or entered into a new employment contract from one employer to another.

All returning workers covered by the guidelines are advised to set an online appointment through the BM Online Processing System at www.bmonline.ph at their preferred time and date in any of the POEA or Philippine Overseas Labor offices.

Workers who have existing record with the POEA and who are vacationing for the first time, and are returning to the same employer and jobsite to continue or renew an existing employment contract, shall submit the following documents on their appointment date:

- (1) Passport valid for at least six (6) months from the date of intended departure
- (2) valid and appropriate visa and/or work permit

- (3) employment contract verified/authenticated by the POLO/Philippine Embassy/Consulate in the case of domestic workers, overseas performing artists, masseurs/masseuses, cleaners, construction workers, and workers who have not returned to their employers within six (6) months from their arrival in the Philippines
- (4) and any proof of existing employment that worker is returning to the same employer such as: current certificate of employment, valid company ID, or recent pay slip

Workers who have existing record with the POEA and who are returning to the same employer but to a different country shall present the following:

- (1) Passport valid for at least six (6) months from the date of intended departure; valid and appropriate visa and/or work permit
- (2) original copy of employment contract verified/authenticated by the POLO/Philippine Embassy/ Consulate
- (3) any proof of existing employment that workers is returning to the same employer such as: current certificate of employment, valid company ID, ore recent pay slip
- (4) letter from the employer attesting to the transfer of jobsite of the worker

Workers who are not registered with the Administration or who changed employer on-site shall be ready with the following documents:

- (1) Passport valid for at least six (6) months from the date of intended departure; valid and appropriate visa and/or work permit;
- (2) original copy of employment contract verified/authenticated by the POLO/Phil Embassy/Consulate
- (3) any proof of existing employment that workers is returning to the same employer such as current certificate of employment, valid company ID, ore recent pay slip
- (4) sworn statement of the worker providing explanation on how he/she was hired by the current employer

Returning workers who are already registered with the BM Online Processing System and are returning to the same employer and jobsite can avail of OEC exemption using the same website. /END