

REQUIREMENTS FOR CONTRACT PROCESSING OF PERFORMING ARTISTS

POEA MEMORANDUM CIRCULAR NO. 80 S. 1992, October 15, 1992

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The following requirements shall be submitted to the Employment Contract Processing Branch for the processing of performing artists:

1. Recruitment Order
2. Standard Employment Contract
3. Copy of Certificate of Eligibility and verified translation by the Philippine Labor Attache
4. Insurance Certificate
5. Repatriation Bond (for contracts of at least 6 months)
6. OCW Info Sheet
7. OCW ID Form
8. Agency Certification on age and experience (for artists 23 years old and above)

For artists below 23 years old:

Recruitment's 1-7 above, plus:

1. Exemption from the Secretary of Labor
2. Passport (for returning artists)
3. Booking Contract (for returning artists)

In view of the above, the Manpower Registry Division, Welfare and Employment Office, shall no longer issue certifications on lost and/or expired Artist Accreditation Certificates.

This MC supersedes all other issuances inconsistent herewith.

For strict and immediately compliance.

Adopted: 15 Oct. 1992

(SGD.) FELISICIMO O. JOSON, JR.
Administrator

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