

IMPLEMENTING GUIDELINES ON THE CERTIFICATION OF ENTERTAINERS

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In order to promote the welfare and protect the interest of entertainers being recruited and hired for overseas employment and further to Rule VIII, Book VII (Certification of Entertainers) of the Rules and Regulations on Overseas Employment, as amended, the following guidelines on the audition, certification and deployment of Filipino entertainers for overseas employment are hereby issued for the information and guidance of all concerned:

I

General

SECTION 1. Coverage — These guidelines shall apply to all Filipino entertainers seeking overseas employment as well as to licensed private employment agencies engaged in the recruitment and placement of Filipino entertainers for overseas employment.

SECTION 2. Certification as a Pre-requisite for Overseas Employment of Entertainers — Only entertainers duly auditioned and certified by the Philippine Entertainment Certification Center shall be eligible for overseas employment. The certificate shall be valid for 3 years and renewable thereafter unless sooner revoked. Presentation of the certificate shall be a pre-requisite for processing of travel exit passes of entertainers at the Contracts Processing Department and for their departure clearance by the Labor Assistance Center at the Manila International Airport.

SECTION 3. The Philippine Entertainment Certification Center — A special unit called the Philippine Entertainment Certification Center (PECC) is hereby set up at the Manpower Registry Department, Workers' Assistance and Adjudication Office, to undertake the function of auditioning and certification of entertainers for overseas employment. The PECC shall be a joint undertaking with the private sector represented by the Chamber of Industries in Music and Entertainment (CHIME).

SECTION 4. PECC Advisory Committee — A PECC Advisory Committee composed of as many members as may be designated by the Administrator coming from both the private and public sectors is also created to assist in effective policy formulation and implementation relative to the certification of entertainers. The Director of Workers' Assistance and Adjudication Office shall be Chairman of the Committee.

II

The Board of Auditioners

SECTION 5. Pool of Auditioners — There is established in the PECC a Pool of Auditioners from which shall be drawn the three (3) members of the Board of Auditioners which shall in turn be tasked with the actual audition of entertainers. Membership in the pool shall be limited only to those designated by the Administrator from among the nominees of CHIME pre-qualified by the PECC Advisory Committee based on the criteria enumerated in the following section.

SECTION 6. Qualification of Auditioners — Auditioners shall possess the following qualifications:

- a. Adequate experience and expertise in his specific sector of the entertainment industry;
 - for entertainers: five (5) years professional experience either in the local entertainment circuit or overseas
 - for instructors or professors and professional practitioners: five (5) years experience as dance, song or music instructor or professor in a reputable school of music or dance or entertainment production firms.
 - for talent managers: five (5) years experience in the management and/or training of talents for overseas or local employment
 - for agency staff: five (5) years experience in the actual booking and employment of talents either locally or overseas
- b. Filipino citizenship; and
- c. Good moral character.

SECTION 7. The Board of Auditioners — Every audition shall be conducted before a Board of Auditioners composed of three (3) members drawn from the Pool of Auditioners. The identification of auditioners who shall constitute the Board for a particular audition session shall be by drawing lots which shall be done at least two (2) days before the particular audition session to give the auditioners drawn the chance to confirm participation in the Board. The Secretariat shall ensure that each Board shall have representation coming from (1) entertainer-auditioners, (2) instructor practitioner-auditioners and (3) manager/agents — auditioners.

SECTION 8. Prohibition on Manager-Auditioners. — An auditioner who is engaged in the overseas deployment of talents either as a talent manager, promoter or agency manager shall at all times inhibit herself/himself from participation in a particular Board of Auditioners if any of his/her talents shall be auditioned before that particular Board. Violation of this inhibition clause shall cause the removal of the auditioner from the pool.

III

The Rating System

SECTION 9. Categories of Entertainers — For purposes of audition and certification, entertainers shall be categorized as follows:

- a. Singers; d. Novelty Act Performers;
- b. Dancers; e. Showgirls; and
- c. Musicians; f. Self-contained Performers

SECTION 10. Audition Criteria — The following shall be the criteria and their corresponding percentage weights for the audition and certification of entertainers:

Percentage Weight

- a. SINGERS (Individual/Group)

1) Tonal Quality/Harmony

30%

2) Rhythm and Tempo

30%

3) Phrasing and Diction

20%

4) Stage Personality/Showmanship

20%

b. DANCERS (Individuals/Groups)

1) Timing/Musicality Visual Appeal

30%

2) Technique Precision

30%

3) Projection Technique

20%

4) Stage Personality Projection

20%

c. MUSICIANS

1) Expertise and Technique

20%

2) Tonal Quality (Musicianship)

30%

3) Rhythm, Tempo and Flow

30%

4) Projection or Showmanship

20%

d. NOVELTY ACT PERFORMERS

1) Mastery

30%

2) Impact

30%

3) Costume and Props

30%

4) Showmanship

10%

e. SHOWGIRLS

1) Visual Appeal

30%

2) Production Value

30%

3) Projection

20%

4) Precision

20%

f. SELF-CONTAINED PERFORMERS (Individual/Group)

1) Tonal Quality/Harmony

30%

2) Phrasing and Diction

20%

3) Rhythm and Tempo

30%

4) Stage Personality/Showmanship

20%

SECTION 11. Passing Grade — An entertainer shall be eligible for certification if she/he gets a total of seventy percent (70%) each from any two members of the Board of Auditioners.

IV

Audition Procedures

SECTION 12. Filing of Application — An individual entertainer or a CHIME accredited agency or manager applying in behalf of an entertainer or a group of entertainers wishing to audition shall fill up and file a PECC REGISTRATION FORM with the Secretariat.

SECTION 13. Audition Schedule Advice — Upon filing of the Registration Form and payment of the audition fee of P10.00 at the Application Counter, the applicant shall be issued an official receipt and an Audition Schedule

Advice for the date and venue of audition.

SECTION 14. The Audition — On audition date, the applicant proceeds to the audition venue and presents himself/herself to the PECC staff together with his/her official receipt for the audition fee, the Audition Schedule Advice.

SECTION 15. Audition Rating Form — Right after audition, the applicant may check with the PECC staff the result of his/her audition. The applicant shall be furnished the original copy of his/her Audition Rating Form which is accomplished by the PECC staff in triplicate based on the individual Auditioner's Report of Rating prepared by the three members of the Board of Auditioners. The two other copies of the Audition Rating Form shall go to the PECC records and to CHIME.

SECTION 16. The Entertainers Accreditation Certificates — An applicant who passes the audition shall report to the PECC Secretariat on the claim date indicated in the Audition Rating Form for his/her Artists' Accreditation Certificate. The applicant shall present his/her Audition Rating Form and his/her payment for the certification fee of P30.00 to the Certificate Claim Counter for his/her certificate.

SECTION 17. Failure to Appear for Audition — An applicant who fails the audition on audition date shall forfeit his/her fee. Should the applicant wish to undergo audition at some later time, the applicant shall go through the entire procedure enumerated above.

SECTION 18. Procedure for Re-Auditioning — An applicant who fails the audition and wishes to re-audition may file an application for re-audition after one week from date of first audition to allow him/her to practice and improve his/her proficiency.

The procedure for audition enumerated in paragraphs (1) to (5) above shall apply to applicants for re-audition.

Should the applicant fail the re-audition, he/she may qualify for a third audition only after one month and after proper training.

V

Testimonial Accreditation

SECTION 19. Who shall Qualify — Professional Artists who have records of performances in first class venues such as five star hotels or clubs as well as ocean-going luxury liners and/or who have gained popularity in their category of performance may apply for testimonial accreditation.

SECTION 20. Application Requirements — Artists who wish to apply for testimonial accreditation shall submit a formal letter request addressed to the Chairman, PECC Advisory Committee, with the following supporting documents:

- a. Duly accomplished PECC Registration Form;
- b. Proof of Performance in First Class Venues such as:
 - Certificate of Engagement/Performance issued by a responsible officer of the venue of performance; or
 - Copy of news clippings, newspaper or magazine ads, brochures or souvenir programs; or
 - Proof of Performance in special shows or Concerts, if any; or
 - Copies of Tapes, Records, Record Jackets, Musical Arrangements or Special Awards or citations, if any.
- c. Photographs

d. Endorsement letter from CHIME

SECTION 21. Evaluation/Verification of Documents — Within two (2) days from the receipt of an application, the Secretariat shall conduct the necessary evaluation and verification of all documents submitted.

SECTION 22. Action on Application — If the documents are found to be in order, the Secretariat shall immediately prepare a recommendation to the Chairman for the grant of testimonial accreditation. Appropriate advice on the decision of the Chairman shall be communicated by the Secretariat to the entertainer-applicant.

SECTION 23. Issuance of Certificate — Applicants found to have met the requirements for the grant of testimonial accreditation shall pay a certification fee of P50.00 prior to the issuance of the certificates.

VI

Replacement of Lost Certificates

SECTION 24. Request for Replacement — An entertainer who lost his/her Artist's Accreditation Certificate may request for a replacement by filing a letter request with the Secretariat.

SECTION 25. Proof of Loss — The letter request shall be accompanied with affidavit of loss by an entertainer detailing the circumstances leading to and surrounding the loss of his/her certificate. Where the entertainer is managed by a talent manager or agency, a confirmation of the loss by the manager or agency shall be sought.

SECTION 26. Replacement Fee — If the request for replacement is found meritorious, a new Artist's Accreditation Certificate shall be issued to the entertainer upon payment of a certificate replacement fee of P100.00.

A replacement certificate may only be issued once. Subsequent loss shall subject the entertainers to new audition.

VII

Sanctions

SECTION 27. Sanctions on Erring Agencies — Violations of these guidelines as well as involvement by agencies in the false documentation of entertainers or tampering or faking of PECC documents shall be subject to appropriate sanctions provided under the Rules and Regulations on Overseas Employment.

SECTION 28. Sanctions on Erring Entertainers — Violation of these guidelines as well as involvement by entertainers in false documentation or the tampering or faking of PECC documents shall be cause for disciplinary action and imposition of appropriate penalties as provided in the Rules and Regulations Governing Overseas Employment.

SECTION 29. Sanction on Erring Talent Managers. — Violation of these guidelines as well as involvement by a talent manager in false documentation or tampering or faking of PECC documents shall, in addition to the sanctions imposed by CHIME, result in said manager's disqualification from transacting business with PECC.

VIII

Transitory Provisions

SECTION 30. CHIME Accreditation of Talent Managers. — Effective October 1, 1985, only talent managers duly registered by CHIME can transact business with PECC.

SECTION 31. Specialization for Agencies — Pursuant to Paragraph (h), Section I, Rule II, Book II of the Rules Governing Overseas Employment, only agencies certified by the Licensing and Regulation Office to have met the specialization requirement for the deployment of entertainers overseas, can transact business with PECC effective 01 January 1985.

SECTION 32. Effective January 1, 1986, all PECC Artists Accreditation Certificates issued before July 15, 1985 (yellow cards) shall be declared null and void. Holders of these certificates shall surrender them at the PECC Secretariat for replacement with the new PECC cards together with a replacement fee of Twenty Pesos (P20.00) only.

IX

Repealing Clause

SECTION 33. All previous memorandum circulars issued by this Administration relative to the certification of entertainers are hereby repealed.

X

Effectivity

SECTION 34. These guidelines shall take effect on 15 July 1985.

Adopted: 15 July 1985

(SGD.) ALCESTIS A. MANGAHAS

Deputy Administrator and Officer-in-Charge

Re-issued: 18 Feb. 1992

(SGD.) JOSE N. SARMIENTO

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