GUIDELINES FOR THE RECRUITMENT AND DEPLOYMENT OF DOMESTIC HELPERS AND UNSKILLED WORKERS TO JORDAN

Read online (full-text search, related cases, audio case brief): https://batas.org/library/9dfb560cc110/

Pursuant to Department Order No. 72-05, Series of 2005 effectively lifting the ban on the recruitment and deployment of domestic helpers and unskilled workers to Jordan, the following guidelines are hereby issued:

I. REGISTRATION OF JORDANIAN PRINCIPAL/EMPLOYERS

A. Household Workers

Only recruitment agencies/entities licensed by the Jordan Ministry of Labor shall be qualified to be registered as principal/employer of household workers. The following requirements shall be submitted for the initial registration of principals:

1. Special Power of Attorney, duly verified by the Philippine Overseas Labor Office (POLO) in Jordan

2. Manpower Request indicating the position, salary and number of workers required, duly verified by the POLO.

3. License to operate as recruitment/placement agency in Jordan

B. Other Worker Categories

1. Special Power of Attorney

2. Manpower Request indicating the position, salary and number of workers required

3. Master Employment Contract containing the minimum provisions required under the POEA Rules and other issuances

4. valid business/commercial license of principal/employer

Renewal of accreditation of principals shall be approved upon submission of a valid SPA in the case of household worker principals; and valid SPA, manpower request and valid employment visa or equivalent document in the case of principals of other worker categories.

II. DOCUMENTATION OF WORKERS

The following documents shall be submitted for the processing of documents of OFWs bound for Jordan.

A. Household Workers

1. Request for Processing (RFP)

2. Workers Information Sheet

3. Individual Special Working Contract for Non-Jordanian Domestic Workers prescribed by the Jordanian government and duly verified by the POLO in Jordan indicating a minimum salary of USD$200.00 per month and containing a provision of repatriation of remains.

B. Other Worker Categories

1. Request for Processing (RFP)

2. Worker Information Sheet

Requests for processing of household workers, semi-skilled/skilled/professional workers through the POEA name hire facility shall be acted upon presentation of the documentary requirements for the processing of name hires.

III. REPEALING CLAUSE

All previous issuances inconsistent with this circular are hereby deemed superseded.

For immediate compliance.

Adopted: 23 March 2005

(SGD.) ROSALINDA DIMAPILIS-BALDOZ
Administrator

Bar review courses, mock exams and a study planner that keeps you on pace - batas.org

ABOUT BATAS.ORG

Study smarter at BATAS.org

The Philippine bar review and law-school companion built around how your brain actually remembers.

The complete Philippine law library - free for everyone.

More than 100,000 Supreme Court decisions, Republic Acts, and executive issuances - full-text searchable, browsable by category and year, and always free. No paywall, no login. This PDF came from it.

Audio case-brief lectures.

Any decision becomes a podcast-style lecture - facts, issues, ruling, and doctrine - with read-along highlighting and a hands-free presentation mode. Study while commuting, working out, or resting your eyes.

Bar review built on the science of memory.

Complete, sequenced courses for all eight bar subjects, narrated like podcasts and reinforced with retrieval practice and spaced review - the study techniques with the strongest evidence behind them.

The full law-school curriculum.

One subscription unlocks the entire J.D. curriculum - every subject, every lesson, with your progress tracked down to the paragraph so you can pick up exactly where you left off, on any device.

Mock exams that tell you where you stand.

Timed multiple-choice exams graded instantly, with per-subject score breakdowns and focus suggestions that point you at your weakest topics first.

A study planner that keeps you on pace.

Set your schedule and BATAS tells you every day whether you are on track for bar day - and exactly which lesson to take next.

Start free at https://batas.org

The law library is free forever - and your first lesson is one click away.

The text of this document is an official public record and remains in the public domain. Formatting, presentation, and compilation © 2026 batas.org.

Downloaded free from the batas.org Law Library. Share it freely - the library is free for every law student, bar reviewee, and practitioner.