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TRANSFER OF THE NAME-HIRE PROCESSING UNIT TO PRE-EMPLOYMENT SERVICES OFFICE

POEA MEMORANDUM CIRCULAR NO. 29, S. 1996, June 10, 1996

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In line with the Administration's thrust to streamline its functions and operations, the Name-Hire Processing Unit (NHPU) is hereby placed under the supervision of the Director, Pre-Employment Services Office.

Processing of employment contracts of household workers who were recruited as name hires shall, however, be handled by the Documentation Center for Household Workers(DCHW).

This order shall take effect on 1 July 1996.

For strict compliance.

Adopted: 10 June 1996

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

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