AMENDING CERTAIN PROVISIONS OF THE REVISED GUIDELINES FOR THE ISSUANCE OF ALIEN EMPLOYMENT PERMIT

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In the interest of the service and in line with the government's thrust to improve the delivery of frontline services and streamline rules and procedures in the processing and issuance of permits, the following amendments to the Revised Guidelines for the Issuance of Alien Employment Permit are hereby issued:

SECTION 1. Paragraph 14 of the Revised Guidelines for the Issuance of Alien Employment Permit is hereby amended to read as follows:

14. Period of Validity of Employment Permits/Certificates - Unless the employment contract, consultancy services or term of office provides for a shorter duration the following periods of validity of Employment Permits/Certificates shall apply; subject for revocation/cancellation based on grounds setforth in paragraph 17 of the Revised Guidelines For The Issuance of Alien Employment Permit:

> 14.1 For Elective Officers, General Managers, Presidents, Treasurers, resident foreign nationals and qualified consultants in government projects, Employment Permits/Certificates shall be co-terminus with the employment contract, consultancy services or term of office whichever is applicable but in no case shall exceed five (5) years.
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> 14.2 For foreign nationals in BOI registered enterprises:
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> 14.2.1 For technical positions — Validity shall be two (2) years renewable every year but not to exceed five (5) years.
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> 14.2.2 For advisory and supervisory positions — Validity shall be three (3) years renewable every year but not to exceed five (5) years.
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> 14.3 For other foreign nationals to work in technical, advisory, and supervisory positions:
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> 14.3.1 Technical positions — Validity shall be two (2) years renewable for one (1) year;
>
> 14.3.2 Advisory and supervisory positions — Validity shall be for three (3) years renewable for one (1) year.
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> 14.4 For other foreign nationals granted special exemptions:
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> 14.4.1 For refugees granted exemption from the labor market test pursuant to Department Order No. 25, Series of 1996 — Alien Refugee Employment Permit shall be valid for two (2) years renewable every year pursuant to Department Order No. 25, Series of 1996.
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> 14.4.2 For legitimate spouses of members of international organizations granted exemption pursuant to Department Order Nos. 4 and 4a, series of 1996 — Validity of Certificate of Exemption shall be for a maximum period of three (3) years or co-terminus with the contract of employment of the member-spouse pursuant to Department Order Nos. 4 and 4a, series of 1996— Validity of Certificate of Exemption shall be for a maximum period of three (3) years or co-terminus with the contract of employment of the member-spouse pursuant to Department Order nos. 4 and 4a, series of 1996.

SECTION 2. Paragraph 15 of the Revised Guidelines for the Issuance of Alien Employment Permit shall be

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amended to read as follows:

15. Fees —

15.1 Filing Fee — A non refundable filing fee of Five Hundred (P500.00) Pesos shall be paid to the Regional Office upon filing of application for issuance or renewal of Alien Employment Permit.

15.2 Permit Fee —

15.2.1 A fee of One Thousand Pesos (P1,000.00) shall be paid to the Regional Office for the issuance/renewal of an Alien Employment Permit for every year of validity or fraction thereof.

15.2.2 Fees paid for the unutilized period of validity of an AEP are not refundable.

15.3 In case of loss of the AEP card, each replacement shall be charged Five Hundred (P500.00) Pesos upon presentation of proof of loss.

SECTION 3. All guidelines, rules and regulations, and other issuances inconsistent herewith are hereby repealed or modified accordingly.

SECTION 4. This Order shall take effect fifteen (15) days after its publication in a newspaper of general circulation.

Adopted: 12 Jan. 1999

(SGD.) BIENVENIDO E. LAGUESMA
Secretary

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