

VOLUNTARY MEMBERSHIP PROGRAM

OWWA MEMORANDUM OF INSTRUCTIONS NO. 007, S. OF 2009, September 01, 2009

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Date Filed: 23 September 2009

In line with OWWA's intensified membership promotion drive, the following workers may register under the Voluntary Membership Program:

1. Overseas Filipino workers who have not acquired regular/permanent residency status while working abroad;
2. Overseas Filipino workers in host countries where there is no OWWA office/ Designated Collecting Officer (DCO); and
- 3) Former natural-born Filipino citizens permanently residing and gainfully employed who obtained dual citizenship under Republic Act No. 9225.

I. DOCUMENTARY REQUIREMENTS:

A. Under Items 1 and 2:

- a. Valid Philippine passport and work permit.
- b. Any documentary proof of employment such as employment memo, payslip, etc.
- c. Duly filled-up Declaration of Intention for Membership to OWWA (Refer to attachment[*])

B. Former Natural-Born Citizen who obtained Dual Citizenship

- a. Valid Philippine passport or sworn petition for reacquisition of citizenship and oath of allegiance duly authenticated by the Philippine Embassy/Consulate
- b. Proof of employment
- c. Duly filled-up Declaration of Intention for Membership to OWWA (Refer to attachment[*])

II. PAYMENT OF MEMBERSHIP/RENEWAL

All payments shall be made to OWWA designated/deputized Collection Officers at the Philippine Overseas Labor Office (POLO) on-site.

Overseas Filipino Workers who register for voluntary membership are covered for a period of two (2) years, renewable for even periods thereafter.

In the absence of designated/deputized collecting officers (DCOs) in host countries, the payment of voluntary membership by a member of immediate family of OFWs covered by the first paragraph of this MOI may be accepted at the OWWA Regional Welfare Offices nearest the place of residence of the family member, provided that the documentary requirements as stated herein are met. Relative hereto, the machine copy of the Philippine passport used on last departure from the Philippines shall be submitted with the "departure" and "arrival" stamp

of the respective immigration authorities in the Philippines and port-of-entry in the worksite country.

III. REPEALING CLAUSE

All issuances, or parts thereof inconsistent with this memorandum are hereby repealed or modified accordingly.

Adopted: 01 Sept. 2009

(SGD.) CARMELITA S. DIMZON, DPA
Administrator

[*] Text Available at Office of the National Administrative Register, U.P. Law Complex, Diliman, Quezon City

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