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MONITORING OF DEPLOYED WORKERS AND SUBMISSION OF REQUIRED REPORTS

MEMORANDUM CIRCULAR NO. 12, S. 2018, July 06, 2018

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Pursuant to Rule I Part VI on Assistance to Seafarers of the 2016 Revised POEA Rules and Regulations Governing the Recruitment and Employment of Seafarers and Rule I, Part VIII on Assistance to Overseas Filipino Workers of the Revised POEA Rules and Regulations Governing Board and Employment of Land based Filipino Workers of 2016, the following responsibilities of POEA manning and land based agencies are hereby reiterated:

> I. Strictly monitor status and conditions of deployed OFWs onsite and seafarers onboard and submit corresponding quarterly reports;
>
> II. Promptly submit appropriate reports on critical and significant incidents onsite and onboard, within in five (5) workings days from occurrence such as death, injury, detention, accidents, runaways, missing, desertion and emergency disembarkation for medical attention, disembarkation, repatriation and sea piracy, among others.
>
> III. In the case of land based agencies, engage the services of a welfare/office counselor per job site, where at least a hundred (100) household service workers (HSWs) have been deployed; and
>
> IV. Bring to POEA's attention violations committed by foreign employer/principal.

POEA-licensed agencies are directed to submit said reports/ updates to the Director, Welfare and Employment Office (WEO), Attention: Welfare Services Branch (WSB). Failure by licensed manning and landbased agency and/or principal/employer to submit a report or to act on request for assistance and/or complaint of seafarer and/or their families shall warrant imposition by the Administration of such sanction as it may deem appropriate.

For strict compliance.

(SGD) BERNARD P. OLALIA
Administrator

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