MEMORANDUM CIRCULAR NO. 2
Series of 2004

TO ALL CONCERNED

SUBJECT : PROVISION OF LIST OF WORKERS PROCESSED PER AGENCY ON A QUARTERLY BASIS

In order for agencies to monitor the usage of their approved job orders and as a control measure against the illegal/unauthorized use of job orders, POEA shall make available a list of the processed workers per agency and principal on a quarterly basis upon request of the agency.

Said list shall be released only upon authorization by the duly recognized official of the licensed agency.

Principals shall also be provided with the same information regularly.

Please be guided accordingly.

[Signature]

ROSALINDA DIMAPILIS-BALDOZ
Administrator

17 February 2004

CONTROLLED AND DISSEMINATED
BY CRD ON FEB 20 2004