MEMORANDUM CIRCULAR NO. 57
Series of 1995

TO:
ALL CONCERNED AGENCIES/ENTITIES DEPLOYING
PERFORMING ARTISTS ABROAD, FOREIGN
PRINCIPALS/PROMOTERS, AUTHORIZED TRAINING
CENTERS, AND PERFORMING ARTISTS

SUBJECT:
ADDITIONAL GUIDELINES IN THE IMPLEMENTATION
OF THE ARTIST RECORD BOOK SYSTEM FOR
OVERSEAS PERFORMING ARTIST

Pursuant to Department Order No. 22 Series of 1995 and in order to ensure the
deployment of qualified performing artists, the following implementing guidelines are
hereby issued:

1. These guidelines shall apply only to returning performing artists (RPA) with a
   minimum of 6 months previous work experience overseas.

2. The returning performing artist must be in possession of a COE/visa issued on or
   before October 31, 1995.

3. An Artist Record Book (ARB) may be issued to the returning performing artist
   under the following conditions:

   3.a The RPA has passed the required academic test as shown in his
       Information Sheet which shall be transmitted directly to POEA by TESDA.
3.b The licensed agency/entity which will deploy the RPA shall submit the following affidavits/undertakings:

3.b.1 a joint affidavit between the licensed agency and foreign principal/promoter that the RPA is covered by an employment contract with a guaranteed net minimum monthly salary per POEA approved standard according to country of destination to be paid to the RPA on a monthly basis. In the case of Japan, the guaranteed net minimum monthly salary is US$800.00. The same joint affidavit shall also guarantee that the appropriate welfare and monitoring programs shall be undertaken by the parties at the worksites that shall include orientation, counselling, and monitoring of artist's whereabouts. Such programs must be operational within 45 days from the issuance of these guidelines.

The implementation of onsite welfare and monitoring programs may be an agreement between the individual agencies and their principals, or between the Associations of Philippine agencies and the Associations of foreign principals/promoters.

3.b.2 a joint affidavit of licensed agency, training center, and RPA that will guarantee that the name, age, and birthdate of the RPA are true and correct; that the RPA had worked overseas and shall specify his/her inclusive employment period/s, name/s of foreign principals/promoters, addresses of performance venues, and name/s of Philippine licensed agencies which deployed him/her; that the RPA shall return to the Philippines upon completion of his/her contract term to undergo skills training and testing; and that the RPA shall undertake upon his/her return the Regular Training and Testing Program or the Special Training and Testing Program for Returning Performing Artists as may be recommended by the EIAC and approved by the Secretary.

This particular Affidavit shall be supported by the RPA's passport and/or POEA approved employment contracts pertaining to previous employment and other equivalent documents.
3.b.3 a joint affidavit between the foreign principal/promoter and venue owner that shall guarantee that the Philippine Labor Attache or his authorized representative shall be allowed to monitor and visit the RPA's in their performance venues.

3.c All of the documents described above shall be submitted by the licensed agency to the Artist Record Book Unit, Employment Branch.

3.d The Artist Record Book issued under this Circular shall be valid only for single departure and shall be surrendered to the POEA immediately upon return of the RPA.

4. The RPA's covered by this Circular should be deployed not later than December 31, 1995.

5. The Pre-Departure Showcase Preview (PDSP) shall also be required for RPA's covered by this Circular.

6. All RPA's with COE's/visas issued beginning November 1, 1995 shall be required to undergo skills training and testing under either the Regular or Special Program prior to deployment.

7. Any false information or violation of the undertaking contained in all Affidavits/Undertakings mentioned in this Circular shall mean cancellation of license on the part of the agency and of accreditation on the part of the Training Center, blacklisting on the part of the foreign principal/promoter; and disqualification of the RPA from the overseas employment program.

For your guidance and strict compliance.

FELICISIMO O. JOSON, JR.
Administrator

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