MEMORANDUM

TO : All Licensed Private Employment Agencies

RE : Information for Singapore-Bound Domestic Helpers For Dissemination Thru PDOS

To further enlighten Singapore-bound Domestic Helpers (DH) on the status of their employment, the following information concerning the same are for dissemination thru PDOS:

1. Upon arrival in Singapore to assume employment, the DH should endeavor to find out if her employment contract is being honored by her employer or that it has been changed or substituted to her disadvantage. In the latter case, the DH should immediately report the matter to the Labor Attache. It is a must that she has in her possession the contract processed by POEA and the one substituting the same.

2. It shall be incumbent upon the recruiting agencies to emphasize to the DH that they have to comply with the terms and conditions of their contracts. They have to serve two (2) full years and if they wish to enjoy their rights under the contract, they should similarly exert their best efforts in fulfilling their obligations under its provisions.

3. It is difficult to transfer from one employer to another. Any negotiated transfer depends largely on whether or not the current employer is agreeable.

4. The Singaporean Government would allow a transfer from one employer to another only after the DH has served for at least three (3) months, and only when the previous employer would agree to such transfer.
5. The Government would allow only a maximum of two (2) transfers. The Government's grant on DH appeal for a second transfer after having been previously allowed will depend on the reasonableness of why there should be such a move.

6. There is a Workers' Welfare Center at the Philippine Embassy where a distressed DH may be admitted awaiting settlement of her case, but only when the distressed condition falls on any or all of the following:

6.1 Molestation
6.2 Physical maltreatment
6.3 Illegal Employment
6.4 Deliberate non-payment of salary

All concerned are enjoined to comply.

---

TOMAS D. ACHACOSO
Administrator

21 September 1987