In the interest of the service and in view of the urgent need to establish a “Special Hiring Program for Sabah Repatriates” in Bongao, Tawi-Tawi for workers interested to be employed in Kuwait, DIRECTOR SALOME S. MENDOZA is hereby assigned to the Regional Extension Unit (REU) – Zamboanga City from 15 June 2005 to 15 July 2005.

As such, director Mendoza is directed to perform the following functions:

1. Supervise, oversee and manage the implementation of the recruitment project;

2. Coordinate and establish linkages with government and other agencies involved on specific concerns, to wit:
   a. Registration of workers/setting up of manpower pool (POEA-Zamboanga/DOLE RO 9/One-Stop Processing Center)
   b. Conduct of PEOS (POEA)
   c. Conduct of Training (TESDA)
   d. Conduct of PDOS (OWWA)
   e. Processing of selected workers (POEA)
   f. Verification of Labatts (involved POLO)
   g. Repatriation of run-aways (OWWA/POEA/POLO)
   h. Deployment of selected workers (Licensed Agencies/Employer)

3. Prepare reports and updates, as may be necessary.

Director Mendoza is entitled to transportation expenses, per diem and other allowable expenses, subject to accounting and auditing rules and regulations.

After said assignment, Director Mendoza shall report to the Planning Branch.

For strict compliance.
10 June 2005.

ROSALINDA DIMAPILIS-BALDOZ
Administrator