TO: ALL CONCERNED
SUBJECT: REQUIREMENT FOR PDOS CERTIFICATE

Pursuant to DOLE Department Order No. 95-09, series of 2009, providing for a Comprehensive Pre-Departure Education Program for HSWs and Department Order No. 96-09, series of 2009, providing for a country-specific Pre-Departure Orientation Seminar (PDOS) for Canada-bound OFWs, and its Implementing Guidelines / PDOS Advisory issued by OWWA, the following requirements shall be submitted for the processing of Overseas Filipino Workers at POEA:

I. For OFWs Bound for Canada:

1. Hired through Philippine Recruitment Agencies
   
   a. Certificate of Attendance to the OWWA Pre-Departure Orientation Seminar for Canada

2. Name Hired OFWs
   
   a. PDOS Certificate issued by POEA

II. For Household Service Workers (HSWs)

1. Hired through Philippine Recruitment Agencies

   a. Certificate of Attendance issued by an OWWA-accredited PDOS provider for HSWs which shall reflect the following details:

   - Complete name of worker with his/her middle name
   - Skill/occupation of worker per employment contract
   - Country of destination
   - Philippine recruitment agency
   - Foreign principal
   - Foreign employer
   - Date of PDOS
   - Certificate number
   - Title of seminar
   - Name of PDOS provider with its logo
   - Name and position/title of authorized official of the Philippine agency
   - Name of the PDOS trainor and his signature

   b. Certificate of Attendance to the Comprehensive Pre-Departure Education Program conducted by OWWA
2. Name Hires
   
   a. PDOS certificate issued by POEA
   b. Certificate of Attendance to the Comprehensive Pre-Departure Education Program conducted by OWWA

III. The above documentary requirements shall be submitted in addition to the requirements for processing of OFWs under existing POEA rules and regulations.

For compliance effective immediately.

   JENNIFER JARDIN-MANALILI
   Administrator

10 September 2009