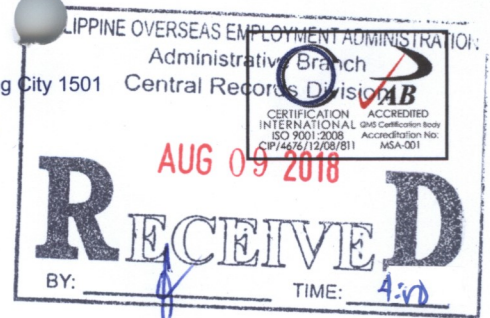




**Philippine
Overseas
Employment
Administration**

Republic of the Philippines
Department of Labor and Employment
BFO Building, Ortigas Avenue cor. EDSA, Mandaluyong City 1501

Website: www.poea.gov.ph E-mail: info@poea.gov.ph
Hotlines: 722-1144, 722-1155



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Issuance of OFW Information/Record in Conformity with RA 10173

The Philippine Overseas Employment Administration strictly adheres with the Implementing Rules and Regulations of Republic Act No. 10173, known as the Data Privacy Act of 2012 in the issuance of Overseas Filipino Worker (OFW) Information/Record.

Relative thereto, those requesting for the issuance of OFW Information/Record other than the OFW or members of his/her family (spouse, children, parents, siblings) should submit a request to the POEA Central Records Division or its Satellite Offices provided that:

- 1.) the OFW has given his/her consent and has issued a Special Power of Attorney to the requesting party;
- 2.) with Court Order directing the issuance of the OFW Information/Record; or
- 3.) compliant with the requirements under Section 13 (f) of R.A. 10173, which states that:

The processing concerns such personal information as is necessary for the protection of lawful rights and interests of natural or legal persons in court proceedings, or the establishment, exercise or defense of legal claims, or when provided to government or public authority.

A copy of the Documentary Requirements for the issuance of OFW Record is attached for reference.

Likewise, in case of requests for legal assistance/repatriation of an OFW, the concerned OFW/representative of OFW/recruitment agency shall proceed to the POEA Legal Assistance Division/Repatriation Unit for assistance and endorsement to POEA Central Records Division for issuance of OFW Information/Record, if warranted.

For information, guidance and compliance of all concerned.

BERNARD P. OLALIA
Administrator

