

**NOTICE TO WORKERS**  
**FOR PROCESSING THROUGH THE DIRECT HIRE**  
**ASSISTANCE DIVISION (No. 302)**

The POEA Direct Hire Assistance Division (DHAD) hereby serves notice to the following workers whose Clearance from the ban on direct hiring were granted by the Secretary of the Department of Labor and Employment (DOLE) and were received by the POEA DHAD on August 30, 2017.

1. Melissa Simon Pamintuan
2. Sherwin Suaiso Francisco

Above stated worker may proceed to your respective Regional Centers or Regional Extension Units, or at Window 6, Second Floor, Direct Hire Assistance Division, Landbased Center from Monday to Friday, 8:00 a.m. to 4:00 p.m. for the issuance of your Overseas Employment Certificate (OEC). Please bring original and photocopy of your documents.

Please print a copy of this notice and proceed to the Guard-On-Duty to get a schedule for Step 2 DHAD approval, encoding, releasing, payment of POEA processing fee (PhP equivalent of US\$100.00) and OWWA membership (PhP equivalent of US\$25.00). For workers who were processed at the POEA Regional Offices, your OECs shall be processed through the POEA Regional and Overseas Coordinating Office.