# PROFESSIONAL AND SKILLED WORKERS

1. Passport with validity period of not less than six (6) months from intended date of departure;

2. Valid Work Visa, Entry/Work Permit (whichever is applicable per country).
   - If visa assurance or guarantee is issued by employer, the same should be noted/acknowledged by the Government or Immigration Office in the jobsite;

3. Employment Contract:
   a. Original copy of Employment Contract or Offer of Employment;
   b. Provisions should be compliant with Sec. 124.d.2, Rule II, Part III, of the POEA Revised Rules 2016;
   c. Verified by the Philippine Overseas Labor Office (POLO) for countries with POLO and authenticated by the Philippine Embassy/Consulate for countries with no POLO.

4. Valid Medical Certificate from DOH-accredited medical clinic authorized to conduct medical exams for OFWs.

5. Pre-Departure Orientation Seminar (PDOS) Certificate issued by OWWA;

6. Additional country-specific requirements:
   a. Canada - Labor Market Opinion (LMO), Labor Market Impact Assessment (LMIA) form and Canadian Letter; Canadian Letter and Employer's Certificate of Registration from ECON (Province of Saskatchewan Executive Council) or Saskatchewan Immigrant Nominee Program (SINP ) approval are required from workers to Saskatchewan in lieu of LMO;
   b. USA - Labor Condition Application and Notice of Action;
   c. New Zealand – verified Employment Contract by the POLO in Australia;
   d. Middle East and African countries – Contingency Plan issued by employer

Note: The Administration may formulate country or skill-specific policies and guidelines for directly-hired workers. As such, additional requirements should be submitted depending on:
   a. Existing labor and social laws of the host country;
   b. Relevant bilateral and multilateral agreements or arrangements with the host country;
   c. Prevailing conditions/realities in the market; and
   d. Skills-fitness of the worker to the position being offered.

Note: Workers need not go to the DOLE office for the Clearance as it will be coursed through the POEA DHAD

7. Fees: POEA processing fee (US$100.00 or PHP equivalent), OWWA membership fee (US$25.00 or PhP equivalent).

Reminders:
- Bring Xerox/Photocopy of each document.
- Original and duplicate copies must be separately arranged according to above list and clipped separately in a folder.