

**[POEA MEMORANDUM CIRCULAR NO. 33, S. 1995,
May 05, 1995]**

**REQUIREMENT FOR ADDITIONAL INFORMATION ON FOREIGN
PRINCIPALS/PROJECTS**

In order to determine the exact location of employers/principals, foreign placement agencies and project sites and the whereabouts of our Filipino OCWs, all agencies are required to submit the following information for their existing and prospective employers:

- a) House/Building Number, Street, district & provincial address as well as vicinity description
- b) Telex/Fax Number
- c) Telephone Number

All agencies should submit above information for all principals presently accredited with them not later than June 1, 1995 to POEA's EDP Branch, Accreditation Branch and Central Processing Unit for Service Workers (CPUSW). Beyond this date, such information will be strict pre-requisite to any approval of any transaction at Accreditation Branch and the CPUSW.

Above information shall be required immediately from all agencies submitting application for the accreditation of new principals.

POEA's Employment Contract Processing Branch shall ensure that complete addresses and contact numbers of direct employers are submitted/disclosed through the Employment Contract processed through foreign placement agencies.

For strict compliance.

Adopted: 05 May 1995

(SGD.) FELICISIMO O. JOSON, JR.
Administrator



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