

**[ OWWA MEMORANDUM OF INSTRUCTIONS NO.  
121, January 01, 1991 ]**

**REVISING MOI NO. 065, SERIES OF 1989 PROVIDING  
GUIDELINES FOR THE AIRPORT ASSISTANCE PROGRAM**

For the purpose of enhancing the implementation of the Airport Assistance Program as one of the Overseas Workers Welfare Administration's programs and services and whereas, the OWWA Airport Assistance Office is now in place at the Ninoy Aquino International Airport to better serve the needs of OCWs upon arrival in Manila, MOI No. 065, Series of 1989 is hereby revised, as following:

**1**

**NATURE OF THE PROGRAM**

The Airport Assistance Program is a service package which cater to the needs of repatriated OCWs, landbased and seabased, upon arrival in Manila as well as a means to monitor the return of OCWs to the country. The program also includes assistance extended to seafarers repatriated by sea.

**2**

**OBJECTIVES OF THE PROGRAM**

The program is envisioned to: a. Assist OCWs and their families in the processing of documents relative to mortuary obligations, quarantine inspections, transcript translation and similar routine undertakings at the Ninoy Aquino International Airport;

b. Provide arrangements for temporary lodging facilities for stranded/distressed repatriates (1) stranded in Manila, and/or (2) who have no relatives to stay with in Manila, transport, assistance for medically repatriated workers, and assistance for mortuary arrangements of deceased OCWs;

c. Monitor arrival of returning overseas workers through the information system that will be established by the Secretariat at the NAIA for this purpose and with the cooperation of the Bureau of Immigration and the NAIA Administration.

**3**

**PROGRAM ADMINISTRATION**

a. The program shall be institutionalized and administered as one of the regular programs of the Benefits and Services Department and the Seafarers Welfare Department to serve their respective client groups.

b. In times of emergencies and fortuitous events necessitating extraordinary expenses for food, transportation and other related emergency expenses in the implementation of the program, a special disbursing officer shall be designated by the respective Department Managers of the BSD and the SWD.