



DEPARTMENT ORDER NO. 211
Series of 2020

**PRESCRIBING GUIDELINES GOVERNING THE PROVISION OF HOTEL
ACCOMMODATION FOR DISTRESSED LANDBASED AND SEABASED FILIPINO
WORKERS DURING THE PERIOD OF ENHANCED COMMUNITY QUARANTINE OR THE
OWWA PROJECT CARE**

Pursuant to the objectives of the Department of Labor and Employment (DOLE) to strengthen social protection particularly for vulnerable workers and Overseas Filipino Workers (OFWs) by providing greater access, ensuring benefits and other welfare services, the Overseas Workers Welfare Administration (OWWA) is tasked to provide accommodation assistance to distressed OFWs during the period of the Enhanced Community Quarantine.

In line with the provisions contained in Republic Act No. 10801 otherwise known as the Overseas Workers Welfare Administration Act of 2016, Section 35 Benefits and Services to OFWs and, consistent with the provisions of Republic Act No. 8042, as amended by RA 10022, the OWWA shall assist the Department of Foreign Affairs in providing OFWs with services necessary to facilitate repatriation, as may be required.

Further, in accordance with Resolution No. 14 of the Inter Agency Task Force for the Management of Emerging Infectious Disease (IATF-EID), accommodation establishments such as hotels, are permitted to accept distressed¹ landbased and seabased Filipino workers during the period of the Enhanced Community Quarantine.

This DO on the implementation of Project CARE in response to the COVID-19 situation is hereby issued.

I. COVERAGE

This DO shall cover distressed arriving and departing landbased and seabased OFW- repatriates during the period of implementation of the Enhanced Community Quarantine over the entire Luzon from 17 March 2020 until 12 April 2020 or until the lifting of the Social Distancing Measures in the entire Luzon.

This shall particularly give priority assistance to distressed OFWs who require immediate repatriation to facilitate medical and psychological care. The main purpose is to ensure smooth repatriation of the OFW repatriates, especially those in need of assistance upon their arrival in the different airports, in collaboration with

¹ A distressed overseas Filipino worker is defined as one who has returned to the Philippines during the Enhanced Community Quarantine and who requires immediate accommodation prior to return to his/her home province or region.

the Departments of Transportation (DOTr), Tourism (DOT), Health (DOH) and Foreign Affairs (DFA).

II. ELIGIBILITY AND REQUIREMENTS FOR AVAILMENT

A. ELIGIBILITY

1. Only distressed seabased and landbased OFWs who are bound for their residences outside of the National Capital Region (NCR) will be qualified to avail of accommodation assistance from OWWA.

In the event that the OWWA halfway house is filled to its maximum capacity, distressed OFWs shall be booked for accommodation in partner-hotels of OWWA.

2. Must present proof of overseas employment, i.e., Travel Document, OEC, etc.

B. REQUIREMENTS

1. Copy of Passport or Travel Document
2. Certification as OFW Repatriates from the OWWA Repatriation and Assistance Division (RAD)

III. PROJECT CARE COMPONENTS

All affected OFW Repatriates shall be provided with the following assistance:

1. **CERTIFICATE OF ELIGIBILITY TO PROJECT CARE**-in order to ensure that OFWs who are distressed and/or with medical condition are provided with appropriate assistance in the midst of the implementation of the Luzon-Wide Enhance Community Quarantine , a Certification shall be issued as proof of eligibility to programs and services as well as easy identification for frontline service workers.
2. **TRANSPORTATION ASSISTANCE**-All eligible Project CARE beneficiaries shall be provided with transportation assistance.
3. **TEMPORARY SHELTER**- Distressed OFWs who expressed the need to avail of temporary shelter shall be housed in the nearest partner hotels of OWWA. The following shall be observed in the provision of this assistance:
 - a. The Repatriation and Assistance Division (RAD) shall identify the partner-hotel or any accommodation establishment where distressed OFWs shall be temporarily sheltered.
 - b. The Philippine Recruitment Agency shall cover the hotel accommodation of its newly-hired distressed landbased workers.

- c. The Philippine Manning Agency shall cover hotel accommodation of its newly-hired distressed seabased workers.

OFWs who opt to directly book a hotel accommodation on their own account may do so, provided that they request for a Certificate of Eligibility from OWWA-RAD.

IV. PROCESS OF IMPLEMENTATION

1. The OWWA Crisis Management Committee shall be reactivated and equipped with personal protective equipment (PPE) and information in response to the COVID-19.
2. Philippine Embassy/Consulates/POLO shall provide and officially endorse the list of OFWs for repatriation per flight schedule using ***Annex A. List of OFWs Repatriated.***

Philippine Recruitment Agencies and Philippine Manning Agencies who require accommodation assistance for their stranded workers shall provide OWWA, through the RAD, the lists of their workers for information and possible assistance.

3. POLO and RAD shall facilitate the distribution of ***Annex B. RAD Form for Application of Assistance and Annex C. Certificate of Eligibility of OFW to Project CARE.***
4. OWWA shall continue to provide point-to-point transportation assistance to and from the different airport terminals to designated areas in Metro Manila, Northern and Southern Luzon.
5. All availment shall be immediately encoded to the Benefits Availment Program (BAP) System of OWWA per Memo No. 014-19 to avoid multiple availments and for monitoring purposes.

V. FUND SOURCE

The funds for the accommodation of distressed and/or stranded OFWs shall be sourced from the Emergency Repatriation Fund (ERF).

VI. ANNEXES

- A. MATRIX FOR THE LIST OF REPATRIATED OFWS
- B. RAD APPLICATION FORM
- C. CERTIFICATE OF ELIGIBILITY

VII. EFFECTIVITY

This Department Order shall take effect immediately.



SILVESTRE H. BELLO III
Secretary

21 March 2020



Republic of the Philippines
OVERSEAS WORKERS WELFARE ADMINISTRATION

PROJECT CARE

Caring for Arriving Repatriates during the Enhanced Community Quarantine
for the Management of COVID-19

This
CERTIFICATE OF ELIGIBILITY
is awarded to

Name of Eligible Beneficiary

with home address at

thereby granting the above-mentioned beneficiary to receive the necessary assistance in
support of the Project.

Issued this ____ day of _____, ____ at the

Name and Signature
Head, Repatriation Assistance Division

Date: _____



Republic of the Philippines
Department of Labor and Employment
OVERSEAS WORKERS WELFARE ADMINISTRATION
Repatriation and Assistance Division

OFW REPATRIATION INFORMATION SHEET

Name/Pangalan: _____ / _____ / _____
 (Surname/Apelyido) (Given Name/Pangalan) (Middle Name/Panggitnang Pangalan)

Birthdate/Kaarawan: _____ / _____ / _____ Email Address: _____
 Month/Buwan Day/Araw Year/Taon

Address/Tirahan: _____ / _____
 (House No., Street, Lot/Block No.) (Barangay)
 _____ / _____ / _____
 (Municipality or City/Bayan o Lungsod) (Province/Probinsya) (Region/Rehiyon)

Cellphone No.: _____ Facebook/Viber/Whatsapp Name: _____
 Pangalan sa Facebook/Viber/Whatsapp, atbp.

Passport/Travel Document No.: _____ Date & Place Issued: _____
 Numero ng Pasaporte o Travel Document Petsa at Lugar ng Pagkaloob

Arrival Date: _____ Flight No.: _____ Country of Work: _____
 Petsa ng pagdating sa Pilipinas Detalye ng Paglipad Pinakahuling bansang pinagtrabahuhan

Actual Work Abroad: _____ Length of Stay Abroad: _____
 Aktwal na trabaho sa Ibang Bansa Haba ng paglagi sa Ibang Bansa

Nature of Case/Complaint (please check [✓] all applicable)

Ano ang iyong kaso, karaingan o reklamo nuong nagtrabaho ka sa ibang bansa?

- Maltreatment/Mistreatment (Pisikal o berbal na Pang-aapi, Pananakit, Pang-iinsulto)
- Sexual Abuse or Harassment (Sekswal na Pang-aabuso o Pangmomolestiya)
- Contract Violation (Paglabag sa Kontrata, Sweldo, Oras ng Trabaho, Pagkain, Pahinga, atbp.)
- Personal Problems (Pansariling Problema o Suliranin)
- Contract Substitution (Pagpalit o Pagbago ng Kontrata, Kumpanya, Trabaho, Amo o Sweldo)
- Immigration/Document-Related Problems (Problema sa Bisa, Papeles o Pasaporte)
- Health/Medical Problem (Problema Pang-kalusugan o Medikal)
- Rape/Panggagahasa
- Others (Please specify/Paki-tukoy) _____
 (e.g. minor/underage, unpaid debts, criminal charge, illegal recruitment, trafficking, etc.)

Do you still plan to work abroad? Yes/Oo No/Hindi
 Plano mo bang magtrabaho muli sa ibang bansa?

 Signature/Lagda

ANNEX A



Republic of the Philippines
OVERSEAS WORKERS WELFARE ADMINISTRATION

OWWA PROJECT CARE

List of qualified Beneficiary of Caring for Arriving Repatriate Overseas Filipino Workers (OFWs) Affected by Enhanced Community Quarantine for Mangement of COVID-19

FLIGHT NO.: _____, DATE: _____



NO.	NAME OF OFW			SEX	RELIGION	OCCUPATION	JOBSITE	CONTACT DETAILS (Philippines)			FOR FILL-UP OF RAD UPON ARRIVAL		
	LAST NAME	FIRT NAME	MIDDLE NAME					ADDRESS	CONTACT NO.	CONTACT PERSON	STATUS OF MEMBERSHIP	ASSISTANCE REQUESTED	SIGNATURE OF OFW
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
											TOTAL:		

Prepared by:

Noted by:

Verification of Membership Status:

Name, Designation and Signature

Date:

PHILIPPINE EMBASSY/CONSULATE/POLO/OWWA RRT

Date:

MPC/MISD/RAD

Date: