



OFFICE OF THE LABOUR ATTACHÉ

EMBASSY OF THE PHILIPPINES

Tokyo, Japan

ADVISORY No. 2020-013

TO ALL CONCERNED:

The Philippine Overseas Labor Office (POLO) reminds all concerned parties participating in the Specified Skilled Workers (SSW) program between the Philippines and Japan regarding fees which are permitted, to wit:

Fees and Costs Chargeable Against the Employer/Dispatch Company:

1. Visa Fees
2. Work permit and alien registration card (ARC)
3. Round trip airfare
4. Transportation from the airport to the jobsite
5. POEA processing fee
6. OWWA membership fee
7. **Training fee** of the qualified applicant; and
8. Trade test/assessment required by the Japanese government such as Japanese language proficiency test and skills examinations

Fees and Costs Chargeable to the Worker:

1. Documentation Costs
 - a. Passport
 - b. NBI/Police/Barangay Clearance
 - c. PSA issued birth certificate
 - d. Transcript of Records and diploma issued by the school, certified by the CHED and apostillized by the DFA
 - e. Professional license issued by the PRC, apostillized by the DFA
 - f. **Certificate of Competency** issued by TESDA; and
 - g. DOH prescribed medical/health examination, based on the host country medical protocol
2. Membership with Philhealth, Pag-ibig and the Social Security System

Further, there shall be no placement fee chargeable to the worker in accordance with the Employment Security Act of Japan and POEA Memorandum Circular No. 19, Series of 2019. Likewise, POEA Memorandum Circular No. 17, Series of 2019 reiterates that Japanese Language Training Centers engaging in illegal recruitment activities shall be dealt with accordingly, pursuant to the law, rules and regulations prohibiting and punishing illegal recruitment.



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