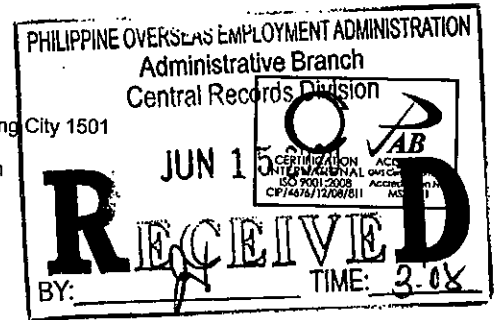




**Philippine  
Overseas  
Employment  
Administration**

Republic of the Philippines  
Department of Labor and Employment  
BFO Building, Ortigas Avenue cor. EDSA, Mandaluyong City 1501  
Website: www.poea.gov.ph E-mail: info@poea.gov.ph  
Hotlines: 722-1144, 722-1155



**Advisory No. 01**  
Series of 2020

**Temporary Extension of License/Branch Authority of Recruitment/Manning Agencies in furtherance to Memorandum Circular No. 7, Series of 2020 and Advisory No. 46, Series of 2020**

This Advisory is hereby issued in furtherance to Memorandum Circular No. 7, Series of 2020 and Advisory No. 46, Series of 2020 pertaining to agencies whose license/branch authority had expired or will expire during the Modified Enhanced Community Quarantine (MECQ) and from June 1 to 15, 2020.

**1. Coverage.**

- 1.1 Agencies whose license/branch authority expiration fall during the MECQ period which is from May 16 to 31, 2020, and agencies whose license/branch authority had expired or will expire from June 1 to 15, 2020.
- 1.2 Agencies whose applications for renewal, upgrading and extension of license, and renewal of branch authority were already received for evaluation, review and approval but such license/branch authority had expired or will expire from June 1 to 15, 2020.

**2. Period of Extension.** Agencies whose license/branch authority had expired during the MECQ period from May 16 to 31, 2020 shall be temporarily extended for a period of thirty (30) calendar days following the lifting of the MECQ or until June 30, 2020. Likewise, those agencies whose license/branch authority had expired or will expire on or before June 15, 2020 shall be extended for 30 calendar days or until July 15, 2020.

**3. Conditions.** The extension of the validity of license/branch authority shall be subject to the following conditions:

- 3.1 Application for the renewal, upgrading and extension of license, and renewal of branch authority shall be filed within 30 calendar days from the lifting of the general community quarantine;
- 3.2 Submitted documents must be complete and arranged in accordance with the checklist requirements subject to evaluation, review and approval of this Administration (refer to Advisory No. 64, Series of 2020); and
- 3.3 The total number of the extended period shall be included in the computation of the four (4) year validity of the renewed license, two (2) year validity of the upgraded license, and one (1) year validity of the extended license, as the case maybe.

*Provided, however, that the grant of temporary extension of license/branch authority does not mean automatic approval of the application for renewal, upgrading and extension of license, and renewal of branch authority.*

**CONTROLLED AND DISSEMINATED  
BY CRD ON JUN 15 2020**

PHILIPPINE OVERSEAS EMPLOYMENT ADMINISTRATION  
Administrative Branch  
Central Records Division  
**CERTIFIED COPY**  
ENGR. ADEL N. DELA CRUZ  
Chief, Central Records Division

*Provided, further,* that failure to file the application for renewal, upgrading and extension of license, and renewal of branch authority within the period provided shall be construed by this Administration as acquiescence of the agency to the revocation of its license due to expiration.

No application for renewal, upgrading and extension of license, and renewal of branch authority shall be accepted upon expiration of the 30-day period following the lifting of the general community quarantine. Accordingly, the license/branch authority shall be considered as expired.

For the information and guidance of all concerned.

  
BERNARD P. OLALIA  
Administrator

\_\_ June 2020

