

JOINT AFFIDAVIT

WE

(Name of Philippine Agency)

a duly licensed private recruitment agency existing under the laws of the Philippines and registered with the Department of Labor and Employment (DOLE), Republic of the Philippines, with office address at _____, Philippines, represented by its Manager/President/Owner, Mr./Ms. _____;

-and-

(Name of Hongkong Agency)

a duly licensed company/manpower employment agency operating under the laws of Hong Kong-SAR, with office address at _____, Hong Kong-SAR represented by its Manager/ Director/Owner, Mr./Ms. _____; after having sworn to in accordance with law do hereby depose and state:

1. That we have applied for accreditation for the recruitment and deployment of Overseas Filipino Workers in accordance with the DOLE Department Order No.13, series of 1994, and other related issuances.
2. That we shall comply with the issuances/mandates of the Philippine Overseas Employment Administration (POEA) such as, but not limited to, Governing Board Resolutions (Memorandum Circular Nos. 10, 11, 12 & 14 issued on 26 November 2006).
3. That as one of the conditions for the continuous implementation of that aforementioned privileges we jointly undertake to:
 - a) Assure faithful implementation of the terms and conditions stipulated in the Employment Contract;
 - b) Allow the hired Overseas Filipino Workers to notify the Philippine Overseas Employment Office (POLO)/Philippine Embassy/Consulate of his/her arrival within two (2) days of such arrival; and
 - c) Allow the Overseas Filipino Worker to participate in the skill enhancement program at the (POLO)/Philippine Embassy/ Consulate Office.

4. That airfare of the Overseas Filipino Worker including all documentary requirements shall be provided for free by the Employer and that any advance payment made by the Overseas Filipino Worker shall be reimbursed by the Employer.
5. That no deductions shall be made from the regular salary of the Overseas Filipino Worker other than compulsory contributions prescribed by law.

IN WITNESS WHEREOF, WE have hereunto sign our name and affix our signature this ____ day of _____ 20____, at _____.

For the Hong Kong Agency:

For the Philippine Agency:

(Signature over printed name/ agency chop)

(Signature over printed name/ agency chop)

Signed in the presence of:

Witness
(Signature over printed name)

Witness
(Signature over printed name)

SUBSCRIBED and SWORN to before me, in the City of _____, Philippines, this ____ day of _____ 20__ by the following persons:

Name	Com. Tax No.	Place and Date of Issuance
_____	_____	_____
_____	_____	_____

NOTARY PUBLIC
My commission expires Dec. 31, 20__

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