

**REQUIREMENTS FOR EMPLOYMENT CONTRACT VERIFICATION
FOR OEC ISSUANCE (BALIK-MANGGAGAWA/RETURNING WORKERS)**

for workers in British Columbia, Alberta, Saskatchewan, Yukon, and Northwest Territories

Category	Description	Requirements	Fees
I	<p>a. Workers REGISTERED with the DMW/POEA and are returning to the SAME EMPLOYER and SAME JOBSITE</p> <p>b. Workers registered with the DMW/POEA and are RENEWING an existing employment contract</p>	<p>If you have already acquired an OEC on your initial deployment and have not changed your employer, you will be notified through your online account that you are exempted from OEC. In this case, you no longer need to go to MWO or DMW for an appointment.</p> <p>Print your OEC through https://onlineservices.dmw.gov.ph/OnlineServices/POEAOnline.aspx</p>	<p>OEC can be printed online OR with the assistance of MWO Vancouver.</p>
II	<p>a. Workers registered with the DMW/POEA and returning to the SAME EMPLOYER but in a DIFFERENT COUNTRY.</p>	<ol style="list-style-type: none"> Valid Philippine Passport Valid Re-Entry Visa Valid Work Permit Employment Contract Proof of Employment (<i>Pay Stub for the last 3 pay periods</i>) <p>OEC will be issued in the Philippines by presenting your verified Employment Contract. Book your online appointment through https://onlineservices.dmw.gov.ph/OnlineServices/POEAOnline.aspx</p>	<p><u>MWO Verification Fee</u> CAD 11.50</p> <p>OEC will be issued by DMW (Free)</p>
III	<p>a. Workers who are NOT REGISTERED with the DMW / POEA (<i>including open work permit holders/ post-graduate work permit holders</i>)</p> <p>b. Workers who CHANGED EMPLOYERS in Canada</p> <p>c. Workers who were hired or recruited from THIRD COUNTRIES and whose employment contracts were NOT VERIFIED by MWO Vancouver</p>	<p><u>CLOSED WORK PERMIT</u></p> <ol style="list-style-type: none"> Valid Philippine Passport Valid Re-Entry Visa Valid Work Permit Employment Contract/Job Offer Letter of Guarantee Proof of Employment (<i>Pay Stub for the last 3 pay periods</i>) A Sworn Statement by the worker providing explanation on how he/she was hired by his/her employer, including expenses incurred in securing employment. (To be submitted at DMW) <p><u>OPEN WORK PERMIT</u></p> <ol style="list-style-type: none"> Valid Philippine Passport Valid Re-Entry Visa Valid Work Permit Employment Contract/Job Offer Proof of Employment (<i>Pay Stub for the last 3 pay periods</i>) <p>OEC will be issued in the Philippines by presenting the Verified Employment Contract. Book your online appointment through https://onlineservices.dmw.gov.ph/OnlineServices/POEAOnline.aspx</p>	<p><u>MWO Verification Fee</u> CAD 11.50</p> <p>OEC will be issued by DMW (Free)</p>

NOTES

- Please prepare **two (2) copies** for each set of documents.
- Payments should be made through cash/bank draft/postal money order payable to **MWO**
- For applications made through **postal mail**, please mail documents with a **PREPAID RETURN ENVELOPE** to:
Suite 601, 999 Canada Place, Vancouver, BC V6C 3E1
- For applicants who wish to apply **personally**, please visit MWO Vancouver Facebook page for **APPOINTMENTS**.