



8. OWWA Balik Pinas Balik Hanapbuhay Program

This program is provided to distressed-OFW. The OWWA will provide financial or medical assistance. Procedures of application, qualifications and requirements are in accordance to OWWA guidelines. The PESO-Midsayap will only assist the applicant.

Office or Division	Public Employment Service Office (PESO)			
Classification	Highly Technical			
Type of Transaction	G2C-Government to Citizen			
Who may avail	Distressed OFW			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Passport (1photocopy)		Client		
OWWA membership (1 photocopy)		Overseas Workers Welfare Administration (OWWA)		
Immigration/Philippine Embassy Travel Record (1photocopy)		Philippine Immigration/ Embassy		
Client Steps	Agency Action	Fees to be paid	Processing Time	Person Responsible
1. Present the requirements and response to an interview.	1. Evaluate the requirements submitted and interview the applicant. Thereafter, indorse to OWWA Region-12 Office.	None	*15 Minutes	<i>Administrative Assistant I</i> Public Employment Service Office
2. Submit all requirements to OWWA-12 Office in Koronadal City.	2. Receive requirements and evaluate. Inform the applicant of the schedule of orientation.	None		<i>Technical Staff</i> Overseas Workers Welfare Administration (OWWA) Region 12



3. Attend the orientation in Koronadal City.	3. Conduct orientation.	None		<i>Technical Staff</i> Overseas Workers Welfare Administration (OWWA) Region 12
	3.1. Process vouchers of qualified OFW and issue check named to applicant.	None		
	3.2. Inform PESO about the releasing of check to beneficiary.	None		
4. Report to PESO and receive the check.	4.1. Inform the applicant to report to PESO to release check.	None	*2 Minutes	<i>Administrative Assistant I</i> Public Employment Service Office <i>Chief Labor and</i> <i>Employment Officer</i> Public Employment Service Office
	4.2. Release the check.	None	*2 Minutes	
TOTAL:		None	*19 Minutes	

*PESO allotted time.