Apply for Special Temporary Permit (STP) at PRC
Submit to IAD the following:
• A duly accomplished STP Application Form (downloaded at the www.prc.gov.ph);
• At least one (1) Filipino understudy for every foreign professional who shall be employed/engaged in the Philippines
• An official copy of the foreign law or international agreement to which the Philippines and the foreign state or country are both signatories establishing the existence of reciprocity for the practice of the profession;
• An official document showing that the applicant is a registered and licensed professional in the foreign state or country or any equivalent document
• Professional liability insurance issued in the Philippines, whenever applicable and required by the professional regulatory law (for architects only);
• A copy of the Contract of Employment or Services, or Memorandum of Agreement between the government agency and the foreign professional, indicating the terms of reference, nature of engagement, scope, duration and other project or contract details;
• Any competent proof of citizenship; and
• In case of renewal, an Accomplishment Report from the period covered by the STP previously issued shall be submitted to the Board and the Commission

*Note: All official document that are issued or executed abroad must be authenticated by the Philippine Embassy/Consulate/Legation in the state or country where the same was issued or executed with official English translation.

Apply for Alien Employment Permit (AEP) at the DOLE Regional Office having jurisdiction over the intended work place, if necessary
• Duly accomplished application form
• Photocopy of passport with visa
• Original copy of notarized appointment or contract of employment enumerating the duties and responsibilities, annual salary, and other benefits of foreign national
• Photocopy of mayor’s permit to operate business or certification from Ecozone Authority in the case of ecozone locators

**Bureau of Immigration (BI) requirements (pending reply from BI)**
• Employment Contract with a Philippine-based employer
• Alien employment Permit issued by DOLE
• Special Temporary Permit issued by PRC
• Note: This portion is still subject to confirmation of the BI

**Legal Standards**

**POLICY:** PRC Resolution No. 2012-668 “Practice of Foreign Professionals in the Philippines”, PRC Memorandum Order No. 03, series of 2016, and PRB of Nursing Resolution No. 41, series 2016

**PROCESSING TIME:** 10 working days
**COST:** PHP 3,000/person (processing fee)
**STP fee**
**VALIDITY:** 1 year maximum and renewable subject to the approval of the PRB and the PRC

**POLICY:** DOLE Department Order No. 146-15, series 2015

**PROCESSING TIME:** 5 working days
**COST:**
• PHP 9,000/person application (1 yr only)
• PHP 4,000/person (for every additional year/fraction thereof in case the period of employment is more than one year)
• PHP 4000/person (per year or fraction thereof for renewal of AEP)
**VALIDITY:** 1 year maximum and renewable

**POLICY:** Commonwealth Act no. 613 or The Philippine Immigration Act of 1940

**PROCESSING TIME:**
**COST:**
**VALIDITY:**

**DISPUTE SETTLEMENT (PRACTICE OF PROFESSION):** Agencies/ offices involved will depend on the dispute case. For ASEAN nationals under the Mutual Recognition Arrangement (MRA), PRC will coordinate with respective Professional Regulatory Authority (PRAs).
INFLOW OF ASEAN NATIONALS IN THE PHILIPPINES
(For Non-emergency Humanitarian Mission)

1

Notice to DOH
Local host/partner submits to Bureau of International Cooperation (BIHC)
FSMM Unit the following:
• Letter or intent indicating date and exact venue of mission
• Plan of Mission

POLLICY: DOH AO No. 2012-0030 “Guidelines on Foreign Surgical and Medical Missions (FSMM) Program”
REQUIRED TIME: At least three (3) months before the mission

2

Apply for Special Temporary Permit at PRC
Local host/partner submits to Bureau of International Cooperation (BIHC)
FSMM Unit the following:
• A duly accomplished STP Application Form (downloaded at the
  www.prc.gov.ph);
• Letter request for the issuance of the STP to the foreign professional for
  the conduct of humanitarian or medical, dental or surgical mission, indicating
  the date and venue of the mission;
• Letter of acceptance from the area where the humanitarian or medical,
  dental or surgical mission will be conducted;
• At least one (1) Filipino counterpart for each foreign profession who shall
  be employed/wengaged in the Philippines;
• An official document showing that the applicant is a registered and li-
  censed professional in the foreign state or country or any equivalent doc-
  ument;
• Certificate of Specialization;
• Any competent proof of citizenship; and
• In case of renewal, an Accomplishment Report from the period covered
  by the STP previously issued shall be submitted to the Board and the
  Commission

*Note: All official document that are issued or executed abroad must be authenticat-
  ed by the Philippine Embassy/Consulate/Legation in the state or country where the
  same was issued or executed with official English translation.

POLLICY: PRC Resolution No. 2012-668 “Prac-
tice of Foreign Professionals in the
Philippines”, PRC Memorandum Or-
der No. 03, series of 2016, and PRB
or Nursing Resolution No. 41, series
2016
PROCESSING TIME: At least ten (10) working
days prior mission
COST: PHP 1,250/person processing fee
VALIDITY: 1 year maximum and renewable sub-
ject to the approval of the PRB and the
PRC
*PRC to send copy of STP and requirements to DOH

3

Apply for DOH Endorsement and Clearance
Local host/partner submits to BIHC FSMM Unit the following:
• Letter Request with confirmed place, date, time and duration
• List of members of the mission and corresponding STP
• Letter of concurrence/endorsement from LGU

POLLICY: DOH AO No. 2012-0030 “Guidelines on Foreign Surgical and Medical Missions (FSMM) Program”
REQUIRED TIME: One (1) month before the mission

4

Enter Philippines

5

Proceed to venue to conduct mission

6

Submission of Pre and Post Activity reports to the DOH and PRC

REQUIRED TIME: Fifteen (15) working days after
the mission
**INFLOW OF ASEAN NATIONALS IN THE PHILIPPINES**

**MECHANISM**

**LIMITED PRACTICE**

1. Valid professional registration or license recognized by the PRA of the host country and country of origin.
2. Minimum number of years of practical experience.
3. Compliance with satisfactory Continuing Professional Development (CPD).
4. Certification of No Pending Criminal Case or Legal Proceedings from country of origin.
5. Compliance with other requirements such as medical examination.

**PROCESS**

- **Requirements to be submitted to Philippines’ Professional Regulation Commission (PRC):**
  - Issuance of Special Temporary Permit (STP) valid for only 1 year
  - Regular review of submitted records during licensing of hospitals to monitor validity of STPs of its health professionals
  - Partnership and pooling of resources with the Accredited Professional Organizations (APO), its local chapters and partner institutions for purposes of monitoring

**MONITORING MECHANISMS**

- *Central database categorized according to the mechanisms of mobility and has built in system that will monitor the duration of STPs*
- *Data sharing agreement among involved government agencies*
- *Policies, procedures and sanctions for violation on issuance and renewal of STPs*
- *Sanctions for ASEAN professionals practicing without valid STP have not been established yet.*

**POLICIES INVOLVED**

- *PRC-DOH Joint AO on Guidelines on Foreign Medical Residency*
- *PRC-DOH Joint AO is not yet finalized*

**IDENTIFIED CHALLENGES**

- *Central database has not been developed yet*
- *Sanctions for ASEAN professionals practicing without valid STP have not been established yet.*

**PRESENTATION OF STP TO DEPARTMENT OF LABOR AND EMPLOYMENT (DOLE)**

- Issuance of Alien Employment Permit


**INFLOW OF ASEAN NATIONALS IN THE PHILIPPINES**

- **MECHANISM**
  - REQUIREMENTS FROM COUNTRY OF ORIGIN
    - Admission requirements depending on the college or university of choice

- **PROCESS**
  - Requirements to be submitted to the college or university of choice
    - Issuance of enrollment or registration certificate
      - Enrollment or registration certificate to be submitted to Bureau of Immigration (BI)
        - Issuance of Student Permit

- **MONITORING MECHANISMS**
  - Mandate on External Accreditation of Higher Educational Institutions (HEI) which accept ASEAN nationals

- **POLICIES INVOLVED**
  - Presence of "agents" or recruiters aggravates the problem of ASEAN nationals enrolling in the Philippines without complying to existing regulations
  - Policy on enrollment of ASEAN nationals and cessation of transactions with illegal agents or recruiters
  - Regulatory guidelines or policies for the enrollment of ASEAN nationals in the Philippines has not been established yet

- **IDENTIFIED CHALLENGES**
  - Policy on non-provision of permits to ASEAN nationals who are enrolled in institutions which are not externally accredited
  - The possibility of preventing entry of ASEAN nationals who were to enrol in an institution which is not externally accredited is yet to be discussed with BI.
1. Valid professional registration or license recognized by the PRA of the host country and country of origin.
2. Documentary requirements for volunteers such as waivers, etc.

Requirements to be submitted to the local counterpart in the Philippines

Local counterpart in the Philippines shall coordinate with PRC

Issuance of STP duration from declaration of "state of calamity / emergency" until end of the situation

Partnership and pooling of resources with the Accredited Professional Organizations (APO), its local chapters and partner institutions for purposes of monitoring.

Submission of Pre and Post Activity reports to the DOH and PRC

 Adoption of the mechanism or system of the "Australian Professional Health Regulation Agency" which allows only registered professionals and fellows, regardless of their state, to render services during emergency situations

Policy on Foreign Medical / Surgical Mission

Volunteer Act as mandated by the Philippine National Volunteer Service Coordinating Agency (PNVSCA), an attached agency of NEDA

* Policies, procedures and sanctions for violation on issuance of STPs for ASEAN volunteers

* Sanctions for ASEAN volunteers without valid STP have not been established yet.

No proper coordination with local counterparts such as health offices, hospitals, and the Philippine National Volunteer Service Coordinating Agency (PNVSCA) during disasters or emergency situations

Capacity of health facilities, adequate supply of emergency drugs, and presence of local specialists are usually not recognized before conduct of humanitarian services

Length of stay of ASEAN volunteers is not usually identified during disasters or emergency situations
**INFLOW OF ASEAN NATIONALS IN THE PHILIPPINES**

**MECHANISM**

**REQUIREMENTS FROM COUNTRY OF ORIGIN**

1. Clearance from Ethics Review Board (ERB) of the sending agency or institution from country of origin.
2. Documents required by the Ethics Committee of the local institution or professional organization as counterpart in the Philippines.

**PROCESS**

Requirements to be submitted to the local institution or professional organization as counterpart in the Philippines.

**MONITORING MECHANISMS**

Local institution or professional organization as counterpart in the Philippines shall coordinate with PRC.

**POLICIES INVOLVED**

PRC Resolution on Continuing Professional Development (CPD).

**IDENTIFIED CHALLENGES**

* Policies, procedures and sanctions for violation on issuance of STPs for ASEAN volunteers
* Sanctions for ASEAN volunteers without valid STP have not been established yet.

* Central database categorized according to the mechanisms of mobility and has built in system that will monitor the duration of STPs

Data sharing agreement among involved government agencies

* Central database has not been developed yet.
INFLOW OF ASEAN NATIONALS IN THE PHILIPPINES

MECHANISM

REQUIREMENTS FROM COUNTRY OF ORIGIN

CONSULTANCY

1. Valid professional registration or license recognized by the PRA of the host country and country of origin.
2. Documents required by the sending institution.

PROCESS

Requirements to be submitted to the office of the sending institution based in the Philippines

The sending institution shall coordinate with PRC

Issuance of STP valid for 1 year only

MONITORING MECHANISMS

POLICIES INVOLVED

IDENTIFIED CHALLENGES

1. Policies and regulations on inflow of foreign professionals along with investment opportunities

* Policies, procedures and sanctions for violation on issuance of STPs for ASEAN volunteers

* Sanctions for ASEAN volunteers without valid STP have not been established yet
OUTFLOW OF FILIPINO MIGRANTS

MECHANISM

1. Valid professional registration or license from PRC and recognized by the PRA of the host country.
2. Minimum number of years of practical experience.
3. Compliance with satisfactory Continuing Professional Development (CPD).
4. Certification of No Pending Criminal Case or Legal Proceedings.
5. Compliance with other requirements such as medical examination.

LIMITED PRACTICE

REQUIREMENTS FROM THE PHILIPPINES

- Requirements to be submitted to the Philippine Overseas Employment Agency (POEA) or Recruitment Agency of choice
- POEA or Recruitment Agency will coordinate with the PRA of the host country.
- PRA of the host country will issue employment permit

PROCESS

- Utilization of Mission Critical Skills Consultation to safeguard brain drain
- * Thorough review of contracts of OFWs to avoid "Contract Substitution"
- * Monitoring of salaries and compensation of OFWs in countries of destination

MONITORING MECHANISMS

- * Registry system for Filipino migrants
- * Declaration of "undocumented" status to Filipinos with expired visas but haven’t returned to the country

POLICIES INVOLVED

- Omnibus Rules and Regulations Implementing The Migrant Workers and Overseas Filipinos Act Of 1995, as amended by Republic Act No. 10022
- ASEAN Mutual Recognition Agreement
- Bilateral Labor Agreements with other countries
- Data sharing agreement among involved government agencies
- Joint Declaration on the Protection of Migrant Workers during the visit of the President of Indonesia in the Philippines as a benchmark

IDENTIFIED CHALLENGES

- Recruitment Agencies usually do not provide copies of contracts to DOLE
- * There is no mechanism yet to monitor expired visas of OFWs.
- * There is no mechanism yet to monitor the salaries, benefits, and other compensation provided to OFWs.
- * Registry system for Filipino migrants has not been developed yet.
- * There is no mechanism yet to monitor OFWs returning to the country.

- Attendance to Pre-employment Orientation Seminar conducted by Overseas Workers Welfare Association (OWWA)
- Registry system for OFWs in countries of destination

- Regular renewal of permit throughout the duration of stay in the host country
- Return to the country after contract or Repatriation
- Utilization of online mechanisms for renewal of licenses, scheduling of licensure exams, etc.
- * ASSIST WELL (Welfare, Employment, Livelihood, and Legal)
- Joint Manual for Repatriation
- * There is no mechanism yet to monitor OFWs returning to the country.