

REQUIREMENTS FOR THE ISSUANCE OF DOLE-NCR CLEARANCE

(CERTIFICATE OF NO PENDING CASE)

1. Request Letter from the Company addressed to the Regional Director: DIR. HENRY JOHN S. JALBUENA;
2. Copy of DOLE-NCR Registration under the Rule 1020;
3. Copy of Department Order 18-1 or 174 Registration, or PRPA License;
4. Photocopy of the Signatory's ID;
5. Arranged in a folder with label.

NOTE:

- a. Items No. 2 and 3 can be secured from the corresponding Field Office which has jurisdiction over your company;
- b. Those companies that are not engaged in job contracting or sub-contracting are not required to secure DO 174 Registration (Item No. 3)

Contact Number: **310-4018**