

Requirements for the Issuance of DOLE Clearance

1. Request letter from the company (addressed to Dir. Raymundo G. Agravante)
2. Copy of DOLE – NCR Registration under Rule 1020
3. Copy of Department Order # 18-02 Registration
4. Arranged in a folder with corresponding labels

Note:

1. Items no. 2 and 3 can be secured from the corresponding Field Office which has jurisdiction over your company. Please refer to the “Contact Us” page of this website for exact address of the Field Office which has jurisdiction over your company.
2. Those companies that are not engaged in job contracting or sub-contracting will not be required to secure the D.O. 18-02 Registration (Item 3 requirement)