

**[POEA MEMORANDUM CIRCULAR NO. 07, Series
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**INCENTIVE PACKAGE FOR RECIPIENTS OF THE POEA TOP
PERFORMER AND AWARD OF EXCELLENCE**

In line with the deregulation policy and in recognition of the outstanding performance of deserving landbased and manning agencies, an incentive package consisting of the following shall be made available to recipients of the POEA Top Performer and Award of Excellence as well as qualified candidates and former recipients of the Award of Excellence.

1. express lane privilege for accreditation/approval of job order
2. express lane privilege for processing of contracts
3. express lane privilege for processing of artist record book
4. in-house OEC processing where applicable
5. inclusion in the client referral service of the Marketing Branch
6. deferred submission of requirements for authority to conduct provincial recruitment
7. priority of PDOS scheduling
8. waiving of authentication of manning/recruitment agreement and SPA
9. open job order (for landbased agencies)
10. inclusion in mailing list for Marketing Branch publications and all other POEA publications
11. basement parking privilege for one vehicle
12. pre-watchlist check of their seafarers before processing

In addition to the above, recipients of the Award of Excellence shall have the privilege of inclusion in the various POEA Technical Committees for consultation on relevant policy and program review/formulation and invitation to POEA marketing missions.

The incentive package for Top Performer Awardees shall be valid only for one year from receipt of the Award unless the agency has maintained its status as a Top Performer on the following year.

Awardees availing of the express lane processing privilege shall pay their OEC's upon processing. Seabased awardees availing of the in-house processing privilege are required to pay within 5 days from the end of each month all their used and spoiled OEC's while landbased awardees availing of the in-house processing privilege shall pay upon receipt of requested OEC's.

To identify the transactions of the awardees and ensure that the above benefits are duly accorded, their liaison officers shall use the special "GOLD ID CARDS" issued by this Office.