

**[ POEA MEMORANDUM CIRCULAR NO. 06, S. 1997,  
April 04, 1997 ]**

**GUIDELINES FOR THE IMPLEMENTATION OF THE FULL  
DISCLOSURE POLICY**

Pursuant to DOLE Department Order No. 35 on implementation of the FULL DISCLOSURE POLICY (FDP), the following guidelines are hereby issued:

**I**

**Definition**

Full disclosure shall mean that all parties to an overseas contract shall declare the real terms and conditions in all aspects of the workers' employment prior to his engagement.

Parties refer to the landbased agencies and/or the employer/principal and the worker.

**II**

**Terms and Conditions of Employment to be Disclosed by the Agencies**

**A. Wages and Salaries**

A.1 Where there exists bilateral and/or multilateral agreement employment standards, the same shall prevail in determining wages and salaries.

A.2 Where there exists a host country law or regulations providing for minimum wage, the same shall prevail provided that the rate is not below the Philippine minimum wage.

A.3 In countries where there is no statutory minimum wage, the prevailing wage/salary in the host country as determined by market forces, and verified by the POLO or in his absence the Embassy or Consulate official, shall apply to Filipino workers, provided the same is not lower than the Philippine minimum wage.

**B. Other Terms and Conditions of Employment to be Disclosed**

- B.1 Job position, nature and expectation
- B.2 Qualification required
- B.3 Worksite condition
- B.4 Employer profile
- B.5 Contract duration
- B.6 Hours of Work