

**[POEA MEMORANDUM CIRCULAR NO. 18, S. 1997,
October 17, 1997]**

ISSUANCE OF SPECIAL EXIT CLEARANCE

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In line with the deregulation thrusts of the Administration and in order to rationalize the issuance of special exit clearance per Book II, Rule IX of the POEA Rules and Regulations Governing Overseas Employment, the following guidelines are hereby issued for the information and guidance of all concerned:

1. The Licensing and Regulation Office (LRO), specifically the Employment Regulation Branch, shall remain the focal office in evaluating employment and/or travel documents of individuals whose nature of travel falls under special cases and shall issue an exit clearance, if necessary.

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Special cases shall include:

1.1 Regular employees of local companies assigned or posted abroad to their subsidiaries/mother/sister companies on secondment arrangement for a limited period and are in possession of employment or intra-company transferee visa;

1.2 Vacationing OFWs leaving on personal travel;

1.3 Former OFWs/Individuals with CW passport travelling to foreign countries with no visa to ascertain the purpose of travel; and

1.4 Religious missionaries who will be assigned temporarily abroad and are travelling on employment visa.

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2. Individuals who are travelling on visas other than employment such as training, foreign residence, visit, spouse/fiancee/ dependent, student, and business, need not secure exit clearance from POEA. However, in view of the peculiarities obtaining in the Korean labor market, trainees bound for Korea must obtain exit clearance or the appropriate Overseas Employment Certificate through their respective recruitment agencies, as the case may be.

The POEA Regional Centers and Regional Extension Units may issue special exit clearance herein mentioned, as may be applicable.

This Circular supersedes all other previous issuances on the subject.

This Circular takes effect fifteen (15) days from publication.