

**[OWWA MEMORANDUM OF INSTRUCTIONS NO.
004-94, February 17, 1994]**

**REVISING MOI NO. 061, SERIES OF 1989 AND MOI NO. 123,
SERIES OF 1991, PROVIDING GUIDELINES ON THE BURIAL
ASSISTANCE PROGRAM FOR BENEFICIARIES OF OVERSEAS
CONTRACT WORKERS**

For the purpose of implementing Board Resolution No. 109 dated 03 June 1991 authorizing the increase in the amount of burial assistance to beneficiaries of overseas contract workers, the following guidelines are hereby set:

**1
NATURE**

The Burial Assistance Program is a monetary assistance extended to beneficiaries of OCWs, landbased and seabased to help beneficiaries defray OCWs burial and other related expenses. The assistance is over and above similar and other benefits due the OCWs under the overseas employment contract.

**2
COVERAGE**

Covered by this program are deaths of OCWs, including Balik-Manggagawa who are paying for the premiums of their insurance coverage deaths by presumption in the case of seamen officially reported as "missing at sea", that occurred on or after 01 May 1982 during employment overseas or within six months after termination of overseas employment/arrival from abroad. Deaths occurring beyond the six-month period may be covered under this Program as special cases where they meet the criteria hereunder set.

**3
AMOUNT OF ASSISTANCE**

The amount of P10,000 shall be granted for deaths occurring on or after January 1, 1989 whereas the amount of P5,000 shall be granted for deaths occurring from May 1, 1982 to December 31, 1988. The latter amount shall be applied also to seamen who are declared missing and presumed dead within the period May 1, 1982 to June 30, 1991, and deaths that occur after six months from termination of overseas employment/arrival from abroad provided these are approved as special case. The amount of burial gratuity is increased to P10,000 effective, July 1, 1991 for the above-cited instances

Beneficiaries of Balik-Manggagawa OCWs who are entitled to insurance benefit and are covered by this program will be granted burial assistance of P10,000.00

4
ENTITLEMENT

To be entitled to the Burial Assistance Program, beneficiaries should show proof that the deceased had at least one (1) recorded contribution to the OWWA fund and the OCW is not covered by the OWWA insurance program that commence on July 1, 1991.

5
SPECIAL CASES

Deaths occurring beyond the six-month period will be considered as special cases, if any of the following criteria/conditions is met:

- a. deaths caused by an illness or injury suffered abroad or deaths caused by contract-related illness or injury;
- b. poverty or indigency of the deceased OCW's family as confirmed by OWWA's investigation;
- c. OCW's family has not availed of any monetary benefit from OWWA at the time of application for the burial gratuity.

6
BENEFICIARIES

The following are the beneficiaries of the Burial Assistance Program in the order of priority:

- a. Surviving Spouse
- b. Children
- c. Parents

In the event that a member of the family other than any of those aforementioned defrayed the burial expenses, he or she shall receive the monetary assistance upon presentation of proof/s acceptable to OWWA.

7
HOW TO APPLY

Claimants are required to accomplish and to submit the application forms personally or by mail to the Social Benefits of the OWWA Secretariat and/or to the nearest Regional OWWA Units. Application forms are available at the abovementioned offices.

Claimants should attach two copies of the following documents to the accomplished application forms:

- a. Original and xeroxed copies of death certificate;
- b. In case of seamen who are officially reported as "missing at sea" and presumed dead, official report from manning agent/shipowner/charterer or Philippine foreign