

**[POEA MEMORANDUM CIRCULAR NO. 68,
December 12, 1994]**

**GUIDELINES IN THE ACCREDITATION OF EMPLOYERS FOR THE
DEPLOYMENT OF TRAINEES UNDER THE TECHNOLOGY
COOPERATION SCHEME (TIS) OF THE AITTP**

In accordance with guidelines imposed by the Immigration Office of the Ministry of Justice of South Korea, regarding the TECHNOLOGY COOPERATION SCHEME in the deployment of Filipino trainees to that country, the following documentary requirements shall apply in the accreditation of Korean principals under said scheme:

1. Job Order Form submitted by the recruitment agency;
2. Request and justification of the Philippine-based Counterpart Company to send trainees to the Korean principal duly approved by the latter and verified by the Labor Attache, Philippine Embassy in Seoul;
3. Any of the following form agreements under the TIS duly verified by the Commercial or Labor Attache, at the Philippine Embassy in Seoul;
 - a. Technical Collaboration Agreement
 - b. Technical License Agreement
 - c. Technology Inducement Agreement
 - d. Sales Agreement
4. Certification from any of the following concerned agencies as to the compliance of such agreement to Philippine laws, rules and regulations on trade, investments, science and technology, foreign exchange and taxation, as applicable:
 - a. Department of Science and Technology;
 - b. Bureau of Commercial Protection, Department of Trade and Industry;
5. SEC registration of Philippine-based company;
6. BOI registration where applicable;
7. Central Bank Certificate;
8. Municipal License;
9. Proof of registration of Book of Accounts with Bureau of Internal Revenue;
10. Training Contract duly verified by the Labor Attache, Philippine Embassy in Seoul;
11. Trainee Mobilization Agreement between the Philippines counterpart company and the Philippine recruitment agency duly verified by the Labor Attache, Philippine Embassy Seoul;