



Philippine  
Overseas  
Employment  
Administration

Republic of the Philippines  
Department of Labor and Employment  
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ADVISORY NO. 21  
Series of 2016

TO : ALL CONCERNED

SUBJECT : FULL IMPLEMENTATION OF BALIK-MANGGAGAWA  
(BM) ONLINE APPOINTMENT SYSTEM AT THE OWWA  
NAGA (POEA DESIGNATED BM-OEC COLLECTING  
OFFICE)

As part of the efforts of this Administration to expedite the processing of Overseas Employment Certificates (OECs) of Balik-Manggagawa or Vacationing Workers and pursuant to Advisory No. 30, series of 2015 on the full implementation of Balik-Manggagawa Online Appointment System at the Regional Offices Nationwide, please be advised that the OWWA Naga (POEA Designated BM-OEC Collecting Office) will fully implement the BM Online Processing System and will accommodate only those **with appointment** set through the BM Online Processing System effective 01 July 2016.

The appointment system is a built-in feature of the existing BM Online Processing System that caters to those who cannot proceed to the straight online processing of OEC for any of the following reasons:

1. No POEA record/ no record found/ discrepancy in any record
2. Undocumented worker (i.e. status is from tourist to OFW or dependent to OFW or student to OFW, etc.)
3. Change employer and/or jobsite
4. Worker or employer is under watchlist
5. OFW is returning to restricted country
6. OFW is a former seabased worker

All BM workers are, however, encouraged to try first the straight online processing and just set an appointment at their preferred date, time and location in case straight online is not possible for the reasons stated above or other related concerns. They can access the BM Online System through the POEA website at [www.poea.gov.ph](http://www.poea.gov.ph) or through the direct link [www.bmonline.ph](http://www.bmonline.ph). They are advised to read the instructions contained in the instructional video that can be seen at the main page of the BM Online System to familiarize themselves with the process. Any related query or request for assistance may be communicated with the OWWA Naga Satellite Office V at telephone number (054) 473-4341 or email [owwanaga@yahoo.com](mailto:owwanaga@yahoo.com).

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BY CRD ON 30 MAY 2016

You may also contact the POEA Technical Support Team through email addresses [bm\\_oec@yahoo.com](mailto:bm_oec@yahoo.com) and [poeaict@gmail.com](mailto:poeaict@gmail.com) or through contact number (02) 721-0785 (Balik-Manggagawa Processing Division, POEA Main Office) and (02) 7219496 or (02)7277778 (ICT Branch, POEA Main Office).

For your information and guidance.

  
**HANS LEO J. CACDAG**  
Administrator

25 May 2016

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**BY CRD ON 30 MAY 2016**