

EPS Advisory No. 11
Series of 2020
15 October 2020

**Online Submission of
Arrival Report for Sincere Workers**

With the existing General Community Quarantine (GCQ) in the National Capital Region (NCR), sincere workers may submit the required arrival report through our email address ebmrd.eps@poea.com.ph

Required documents:

- Duly accomplished Arrival Report For Foreign Workers Form (*herewith attached*)
- Scanned copy of passport (data info page)
- Photocopy of contract
- Photocopy of arrival stamp/sticker and
- Photocopy of their e-Ticket from Korea to the Philippines

Availability of the Certificate for Confirmation of Visa Issuance (CCVI) may be verified through the POEA website (under normal condition, CCVI becomes available after 3 weeks to one month after submission of documents).

For those with issued CCVI, you may contact our Government Placement Branch (GPB) at telephone number 8722-11-74 and 8722-11-75 for further instruction.

Meantime, Sincere workers are encouraged to coordinate with his/her respective employer about the GCQ in the Philippines since the final discretion to either wait or accept the worker and/or cancel the contract rest with the employer;

Thank you.

[별첨 2] 외국인근로자 귀국신고서(승출기관용)

ARRIVAL REPORT FOR FOREIGN WORKERS

외국인근로자 귀국신고서

Name 성명		Date of Birth 생년월일	
Passport no. 여권 번호		ID No. 신분증번호	
Departed Date of Korea 대한민국 출발일			
Current Address 현재 주소			
Phone No. (1) 전화 번호 (1)		Phone No.(2) 전화 번호 (2)	
Emergency Phone No. 긴급연락처			

I hereby report to depart and return before the date of expired permanent permission by EPS of Korea

대한민국 고용허가제에 따라 체류기간 만료 전에 귀국하여 귀국하였음을 상기와 같이 신고합니다.

Reported Date (신고일)

Name: _____ (Signature)

FILLING RECEIPT

접수증

Name 성명		Date of Birth 생년월일	
Passport no. 여권 번호		ID No. 신분증번호	
Current Address 현재 주소			

We hereby confirm to make the ARRIVAL REPORT FOR FOREIGN WORKERS is the above

상기와 같이 「외국인근로자 귀국신고서」를 접수하였음을 확인합니다.

Received Date (접수일) :

Receptionist (접수자) : _____ (Signature)

<제출서류 안내>

1. 제출서류 : 여권, 별첨경력증명서, 사증신청자 확인서, 기타 승출기관에서 정한 서류
2. 제출기한 : 사증발급신청서 발급 후 1주일간
3. 제출방법 : 방문

※ 상기 서류는 대한민국 취업허가 신청 구제서류로 반드시 제출하여야 하며, 제출하지 않을 경우 취업허가 신청이 불가능합니다. (별첨 취업허가 신청 불가)

