



Toronto

ADVISORY TO VACATIONING WORKERS OR BALIK-MANGGAGAWA

23 November 2015

SUBJECT : FULL IMPLEMENTATION OF BALIK-MANGGAGAWA (BM) ONLINE APPOINTMENT SYSTEM AT THE PHILIPPINE OVERSEAS LABOR OFFICE (**POLO**) IN TORONTO

In line with the efforts of the Philippine Overseas Employment Administration (**POEA**) to expedite the processing of Overseas Employment Certificates (**OECs**) of Balik-Manggagawa or Vacationing Worker, please be advised that the POLO will fully implement the BM Online Processing System. As such, this office will accommodate only those **with appointment** set through the BM Online Processing System effective **1 December 2015**.

Vacationing workers can access the BM Online System through the POEA website at www.poea.gov.ph or through the direct link www.bmonline.ph. Please be advised to read the instructions contained in the instructional video that can be seen at the main page of the BM Online System to be familiar with the process. Any related query or request for assistance may be communicated with this office at telephone number 416 975 8252 or email polotr@bellnet.ca.

Please be reminded to bring the following requirements when you appear for your appointment:

1. Original passport (valid at 6 months from date of departure)
2. Valid work permit
3. Proof of employment returning to same employer (i.e., Employment Contract, Updated letter from employer, Company ID, latest payslip)
4. Flight itinerary

The OEC has a validity of **60 days** from date of issuance and costs CAD\$2.75.

For information and guidance.

POLO Toronto