

**ISSUANCE OF OVERSEAS EMPLOYMENT CERTIFICATE (OEC)
FOR VACATIONING OVERSEAS FILIPINO WORKERS
FROM SWITZERLAND**

The Embassy wishes to announce that the Labor Office, Philippine Mission to the United Nations in Geneva is now issuing the POEA Overseas Employment Certificate (OEC) for **BALIK-MANGGAGAWA (BM)**.

Balik-Manggagawa refers to an Overseas Filipino Worker (OFW) who is going home to the Philippines for vacation and will be returning to the same employer.

DOCUMENTARY REQUIREMENTS – Please bring or mail the following requirements to the Labor Office in Geneva:

- Duly accomplished OFW Information Sheet
- Copy of Carte or Work Permit or Visa
- Copy of passport valid for six (6) months
- Self addressed stamped envelope (if mailed)

Fees:

- OEC Processing fee of Chf2.50
- OWWA Membership fee – Chf35.00 (Membership of two (2) years) (OPTIONAL)

Processing Time

- OEC is processed and issued within the day upon receipt
- Those submitting by mail should give allowance for mailing time.

Persons exempted from Balik-Manggagawa (BM) Processing

- Dependent of Overseas Filipino Workers (OFWs)
- Permanent residents of Switzerland
- Students
- Businessmen

Uses of a POEA OEC

- a. It serves as travel exit pass for OFWs at the airports (you need not line-up and apply at the POEA. Just present the OEC at the POEA Labor Assistance Center at the airport upon departure from the Philippines);
- b. It serves as an exemption certificate from payment of **Travel Tax**
- c. It serves as an exemption certificate from payment of **airport terminal fee** upon presentation at the airport terminal fee counter

Validity of OEC – OEC is valid for sixty (60) days from the date of issuance

Labor Office

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