



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES  
SINGAPORE  
MIGRANT WORKERS OFFICE



ADVISORY No. 5  
Series of 2024

**ALL CONCERNED MWO-ACCREDITED RECRUITMENT AGENCIES AND  
EMPLOYERS HIRING FILIPINO WORKERS**


**RE: Implementation of the AUTHORISED PERSONNEL Policy on the Submission  
of Documents for Accreditation and Contract Verification**

The Migrant Workers Office (MWO) in Singapore hereby informs the public that effective from 13 May 2024, all submissions made by MWO-accredited Recruitment Agencies for accreditation and contract verification purposes must include an original, signed authorization letter bearing the company seal with a copy of the ID of both the principal and the authorized individual. This letter authorizes the bearer to:

1. Submit documents on behalf of the agency.
2. Act in any capacity regarding the submission, including but not limited to amending and countersigning documents, if permitted.

Furthermore, employers/companies intending to hire Filipino professionals/skilled workers through Direct Hiring must also furnish the aforementioned authorization document.

For your guidance and strict compliance.

  
**Atty. Eduard C. Ferrer**  
Assistant Labor Attaché  
*Officer-in-Charge*



7 May 2024