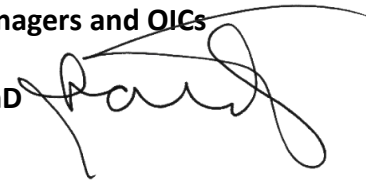




PHILIPPINE ECONOMIC ZONE AUTHORITY

MEMORANDUM CIRCULAR: 2020-0015

FOR : Economic Zone Developers / Locator Enterprises
Economic Zone Administrators, Managers and OICs

FROM : BGen CHARITO B. PLAZA, MNSA, PhD 
Director General

SUBJECT : DOLE COVID-19 Adjustment Measures Program (CAMP)
Guidelines to Avail of Financial Support and Employment Facilitation

DATE : 19 March 2020

Provided herewith, is a copy of DOLE Department Order No. 209 series of 2020 otherwise known as "Guidelines on the Adjustment Measures for Affected Workers due to the Coronavirus Disease 2019 (COVID-19)" (**Annex A**).

Salient points

- 1. Scope.** Workers in private establishments, regardless of status, affected by COVID-19 pandemic from its onset in January 2020 until the lifting of the Stringent Social Distancing Measures on 14 April 2020, unless extended by the Inter-Agency Task Force for the Management of Emerging Infectious Diseases.
- 2. How to Avail of Financial Support.** The PEZA-registered enterprise shall submit the documentary requirements which include: I) Establishment Report vis-à-vis DOLE Labor Advisory No.9 series of 2020 (**Annex B**) and II) Company payroll for the month prior to implementation of measures stated in the aforementioned DOLE Labor Advisory. This shall be submitted online through the appropriate DOLE Regional Office or any of its Provincial / Field Offices.
- 3. How to Avail of Employment Facilitation.** The workers shall contact the appropriate DOLE Regional/ Field / Satellite Office to be referred to the nearest Public Employment Service Office to know of appropriate employers with job vacancies, be given employment coaching and know of relevant job market information.

We strongly advise affected locator enterprises and developers to coordinate directly with their local DOLE offices so that qualified workers may be able to avail of the financial support as provided by the government social protection program to cope with the COVID-19 crisis.

For question or concerns, please email PEZA at info@peza.gov.ph

For your guidance.