

4. Assistance to Distressed Overseas Filipino Workers (OFW)

This service provides assistance to distressed Overseas Filipino Workers (OFW). Reintegration is a way of mainstreaming returning displaced OFW into their families through provision of financial assistance in the amount of Ten Thousand pesos (P10, 000.00) shall be provided to the OFWs, active or non-active who are displaced from their jobs due to war/political conflicts in host countries or policy reforms controls and changes by the host government or victims of abused and illegal recruitment, human trafficking and other distressful situations while at work.

Office or Division:	PSWDO-Crisis Intervention Unit (CIU)			
Classification:	Simple			
Type of Transaction:	G2C- Government to Client			
Who may avail:	All residents of Davao del Norte			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
<ul style="list-style-type: none"> -General Intake Form (1 original and 1photocopy) --Barangay Certificate of Indigency (1 original and 1photocopy) -Valid ID with Davao del Norte address (1 original and 1photocopy) -Any Travel Documents (1 original and 1photocopy) -Overseas Workers Welfare Administration (OWWA) Certification (1 original and 1photocopy) 		<ul style="list-style-type: none"> - PSWDO- CIU -Barangay where client resides -Client himself/herself -Client himself/herself - Overseas Workers Welfare Administration (OWWA) 		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. QR code scanning and get priority number	Call priority number and advise client where to proceed	None	30 seconds	<i>Administrative Aide III</i> PSWDO

CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
2. Proceed to next step for interview and submit the required documents/requirements	<p>Conduct interview and review all documents/requirements presented by the client</p> <p>If client is eligible for the assistance, process the documents and advise client on the next step</p>	None	7 minutes	<i>Social Welfare Officer I</i> PSWDO
3. Proceed to Section Head	<p>Review the documents and affix signature.</p> <p>Instruct client on the next step</p>	None	1 minute	<i>Social Welfare Officer III</i> PSWDO
<p>4. Proceed to P.G. Department Head for recommending approval</p> <p>Proceed to Provincial Budget Office for the next step</p>	Review documents and recommend.	None	1 minute	<i>P.G. Department Head</i> PSWDO
TOTAL:			9 minutes and 30 seconds	