



Republic of the Philippines
OVERSEAS WORKERS WELFARE ADMINISTRATION
NATIONAL REINTEGRATION CENTER FOR OFWs
Solana St. Intramuros, Manila



**“SA ‘PINAS, IKAW ANG MA’AM/SIR” (SPIMS)
DOCUMENTARY REQUIREMENTS**

**THE SPIMS SECRETARIAT WILL REQUIRE THE APPLICANTS TO SUBMIT THE
FOLLOWING DOCUMENTS:**

- A. Completed SPIMS Survey Form (downloadable at:
http://nrco.dole.gov.ph/images/Downloadable_Forms/SURVEY-FORM_SA_PINAS_IKAW_ANG_MAAM_SIR_JULY_2018.pdf);
- B. Copy of Professional Regulation Commission (PRC) ID;
- C. Copy of Certificate of Board Rating;
- D. Copy of Passport (including the pages with arrival and departure stamps);
- E. Copy of Certificate of Employment abroad or any documentary proof; and
- F. Copy of Certificate of Employment as a teacher (if available).

SPIMS APPLICANTS MAY SUBMIT THE DOCUMENTS IN ONE OF TWO WAYS:

ELECTRONICALLY:

- Submitted documents must be in .pdf or .jpeg format
- Submit the documents to the SPIMS Secretariat at spims.updates@gmail.com

COURIER:

- **Send the documents to the SPIMS Secretariat:**

SPIMS SECRETARIAT
National Reintegration Center for OFWs (NRCO)
Worker’s Reintegration and Technical Support Division
Blas F. Ople Development Center Solana cor. Victoria st. Intramuros, Manila
(02) 526-2392 and 527-6184