

(Company Letterhead)

ATTY. EDUARD C. FERRER

Labor Attaché II

Migrant Workers Office (MWO), Qatar

Department of Migrant Workers

SUBJECT: **CONTINGENCY PLAN**

Dear Sir:

I, _____, _____
(Name of Sponsor/ Authorized Signatory) (Position)

of (company name) wish to convey the following contingency plan in the event of natural calamity, manmade disaster and war, relative to the employment of Filipino workers under our company,

- In the course of any impending contingency, our company shall strive our best to repatriate the employees to their point of origin at the soonest time possible via a safe course of travel.
- If the repatriation measure is not possible as prompted by the prevailing circumstances, our company shall provide continuous support to the employees (i.e., food, medicines, clothing and safe shelter) and constant communication to their families in the Philippines.
- Our company shall provide a personal accident insurance with a reputable insurance company in State of Qatar in favor of the employees during their employment.

And by virtue of this letter, our company pledge to provide all our employees the afore cited contingency measures in addition to the benefits stipulated in their Contracts of Employment.

Signed: _____
(Name of Sponsor/ Authorized Signatory)
(Name of Company)

Date: _____