

ATTY. EDUARD C. FERRER

Labor Attaché II

Migrant Workers Office (MWO) - DMW

Philippine Embassy – Doha

State of Qatar

ATTN: _____ *Name of President/ CEO of Philippine Agency*
_____ *Name of Philippine Recruitment Agency (PRA)*
_____ *Address*

JOB ORDER

Our company, _____, is authorizing
_____ (PRA) to recruit Filipino Workers for the following positions:

ACTUAL POSITION	POSITION (as per VISA Category)	SEX (Male or Female)	No. of Workers	Basic Monthly Salary	
				QAR	USD

Total Number
of Workers

Basic terms and conditions of employment:

1. Two (2) - years contract, renewable;
2. Free accommodation is provided by the company;
3. Free transportation is provided by the company;
4. Free food (3 meals per day) is provided by the company / Food allowance of QAR 300 per month;
5. Annual leave of 21 days / year of continuous service based on Qatar Labour Law;
6. Free air ticket to Doha and Manila and vice-versa after completion of the contract;
7. Free medical benefits;
8. Full cost of employee's residency permit shall be borne by the company;
9. Gratuity at the end of the term of duty per Qatar Labour Law;
10. Other terms and conditions of employment shall be governed by the pertinent laws of the Philippines and the State of Qatar
11. Workers shall not be charged any recruitment or placement fees as per Qatar and Philippine Law.

Very truly yours,

Name of Sponsor/ Employer Authorized Signatory
Name of Company