

<b>NAME OF AGENCY:</b>		Department of Labor and Employment (DOLE)		<b>TENTATIVE DATE OF ONBOARDING TO 1BOSSCO:</b>		
<b>NUMBER OF HOUR/S OF TRAINING:</b>			<b>NAME OF TRAINER:</b>			
<b>SYSTEM REQUIREMENT/S:</b>		web-based although queuing/numbering will still be discussed to avoid duplication (internet connection required)				
<b>NO.</b>	<b>FRONTLINE SERVICE</b>	<b>MAXIMUM PROCESSING TIME</b>	<b>REQUIREMENTS</b>	<b>FEES</b>	<b>ADDITIONAL NOTES</b>	
1	Registration of Rural Workers Association	<p>“Online BLR – OURS”</p> <p>One (1) working day upon receipt of complete documents and payment of fees</p>	<p>Complete documents submitted:</p> <p>a) Application and notarized form</p> <p>b) Name of Assn and their addresses</p> <p>c) Minutes of Meetings</p> <p>d) List of members</p> <p>e) Financial Reports</p> <p>f) CBL with names and signature</p> <p>g) Minutes of adaption on ratification</p>	<p>₱ 70.00</p> <p>(Provisionary receipt)</p>	<ul style="list-style-type: none"> <li>• SENA – filing and scheduling only, requests will be addressed at the Field Office</li> <li>• Information dissemination – livelihood trainings</li> <li>• Client volume/day: 10</li> </ul>	
2	Rule 1020 Registration (OSH)	(ISO) within the day	<p>a) Application form</p> <p>b) Mayor's permit</p> <p>c) DTI permit (sole prop) or SEC Registration (for corporation)</p> <p>d) BIR Cert. Reg. Form 2303</p>	Free		
3	Single Entry Approach (SENA) - Filing and Scheduling	“E-SENA” – Online	a. SENA Form	Free		
<b>NAME OF PERMANENT 1BOSSCO FOCAL PERSON:</b>			Rico Val T. Bacuyag			
<b>CONTACT NUMBER OF FOCAL PERSON:</b>			09329232625			
<b>NAME OF REGIONAL DIRECTOR:</b>			Geraldine M. Panlilio			
<b>NAME OF PROVINCIAL DIRECTOR:</b>			Leilani M. Reynoso			
<b>PROVINCIAL FIELD OFFICE ADDRESS:</b>			2 <sup>nd</sup> Floor, Loten and Loma Building (Avon Bldg.) Manahan St., Brgy. Tenejero			
<b>PROVINCIAL FIELD OFFICE CONTACT NUMBER/S:</b>			Balanga City, Bataan / 09258150222			
<b>PROVINCIAL FIELD OFFICE EMAIL ADDRESS/ES:</b>			Dolero3bataan@gmail.com/dolerobataan2@gmail.com			