

FIRST TIME USER OF BALIK-MANGGAGAWA (BM) ONLINE PROCESSING SYSTEM

Register and follow the instruction.

NOTE: USE own e-mail address or **CREATE** an e-mail address if you do not have. Do **NOT** use friend/employer's e-mail address. This will be the **permanent BM online account**. **REGISTER** applicant's/ worker's name online.

1. Go to www.bmonline.ph
2. Sign up as **NEW USER** (applicant's or worker's name)
3. A **confirmation link** will be e-mailed/sent to your e-mail address right after the registration.
4. Click the **link** to **log-in** to the BM online account system.
5. If **OEC number is not found or forgotten** select **"CLICK HERE"** to set an appointment
6. **Fill out** the details required in each item (fields).

REMINDERS:

- a. Fill up numbers 1-2-3. (Do **NOT** fill out the form all at once. **Save** each section one by one)
 - b. Follow the format **MM/DD/YY** for **PASSPORT** and **VISA** (work pass) **EXPIRATION DATE**.
 - c. Departure date: **first** or **last departure** date from the Philippines
 - d. Arrival date: **expected** / **upcoming flight detail** arrival in the Philippines
7. Upload a photo **not bigger than 1MB** (computer/laptop: press **F5** to save picture)
 8. Click the green box **"Acquire OEC or Exemption"**
 9. For appointment Choose location: **POLO-ASIA**; branch: **SINGAPORE**

OEC Number Verification

ENTER THE LAST ISSUED OEC NUMBER OR PASSPORT NUMBER

OK

Forgot your OEC Number or record not found? [CLICK HERE](#) to set an appointment.



Philippine
Overseas
Employment
Administration

poea.gov.ph

Balik-Manggagawa Online Processing System

*1. New Registration of
Applicant/Worker*

Get your Overseas Employment Certificate (OEC) or Exemption Online.

How to use this Online System:

1. For **New User**, register in the system using your personal email account and click the **Sign Me Up** button. Open your email account to click the confirmation link.
2. Log-in as **Already Registered** user: Enter your last issued OEC number. If no record found, set an Online Appointment.
3. If record is found, update your Personal Data, Contract Particulars, and Beneficiaries, as needed.
4. Click **Acquire OEC or Exemption** for online assessment. Enter flight date and confirm if returning to the same employer and jobsite.
5. If returning to the same employer and jobsite, the system will display a confirmation message indicating that you are exempted from securing the OEC and payment of processing fee.
6. If not, you will be redirected to the **Appointment Page**. Select your preferred POEA office and schedule for processing of OEC and payment.

Already Registered?

E-mail Address

Password

Login

Forgot password ?

CLICK HERE
FOR INSTRUCTIONAL
VIDEO

New User?

First Name

Middle Name

Last Name

Birth Date

Gender

E-mail

New Password

Reenter Password

I ACCEPT THE TERMS OF SERVICE

Sign Me Up

*2. Log-in
(After clicking the confirmation link)*

Requirements for OEC and OWWA:
ORIGINAL and PHOTOCOPY:

1. 2x PASSPORT
2. 2x WORK PASS
3. 2x OEC APPOINTMENT SHEET
4. OWWA receipt
5. Verified PHILIPPINE EMBASSY CONTRACT (DOMESTIC WORKER)

These are helpful instructions, please read or watch the video for further assistance.

Requirements for OEC:
ORIGINAL and PHOTOCOPY:

1. 1x PASSPORT
2. 1x WORK PASS
3. 1x OEC APPOINTMENT SHEET
4. OWWA receipt
5. Verified PHILIPPINE EMBASSY CONTRACT (DOMESTIC WORKER)

**OEC validity is 60 DAYS ONLY from the
date of issuance**