

WORKING CHILD PERMIT REQUIREMENTS

1. Duly accomplished notarized application form;
2. Authenticated copy of Birth Certificate;
3. 2 passport-size ID pictures;
4. Proof of schooling (certificate of enrolment for the current year or current school identification or report card) or if the child is not enrolled, a brief description of the program for education, training and skills acquisition for the child based on the program developed by DepED for formal, non-formal and alternative learning systems of education or by the TESDA, whichever is applicable to the circumstance of the child;
5. A medical certificate with the doctor's printed name and signature and license number;
6. Notarized Contract of Employment or Agreement – Terms and conditions of employment including hours of work, number of working days, remuneration and rest period;
7. Copy of SEC Registration/Business Permit/License of the Employer; and
8. Payment of application fee of P100.00

NOTE: *The work permit shall state the period of its validity based on the employment contract. However, the period of validity shall in no case exceed 1 year.*