

CHECKLIST OF REQUIREMENTS FOR INDIVIDUAL CONTRACT VERIFICATION

DOMESTIC WORKERS

1. UAE Domestic Labor Contract / POEA Standard Employment Contract (whichever is applicable), **with minimum basic wage of AED1,500 per month**, duly signed by the employer and the worker (2 copies).

(For those whose basic salary falls below AED1,500 per month, please request your employer to have the contract amended at any Tadbeer center.)

{**Dalawang kopya ng UAE Domestic Labor Contract or POEA Standard Employment Contract** (alinman ang dokumentong applicable sa iyo), **na may minimum basic wage na AED1,500** kada buwan, at pirmado ng employer at ng worker}

{Para sa workers na mas mababa sa AED1,500 ang nakalagay na basic wage sa kontrata kada buwan, i-request po sa iyong employer na ipaayos ang kontrata sa kahit na aling Tadbeer center.}

2. Addendum to the employment contract (2 copies).

3. Valid passport of the worker (2 copies).

4. Valid visa / Emirates ID of the worker issued in Dubai/Northern Emirates (2 copies).

• *If the worker's visa was issued in Abu Dhabi/Al Ain, a proof of the actual work address in Dubai/Northern Emirates will be required.*

Note: *For representatives submitting documents on behalf of the worker/sponsor, an appropriate authorization letter and copy of the Emirates ID of the representative will be required.*

{Kung ibang tao ang magsusumite ng mga dokumento ng domestic worker sa POLO, kailangan po ng authorization letter mula sa worker o sa sponsor, at kopya ng Emirates ID ng taong magdadala nito.}