

Technical Intern Training Program (TITP) - Renewal of Accreditation [] TITP [] TITP Careworker

Name of Supervising Organization:

Name of Sending Organization:

Name of Implementing Organization:

| DOCUMENTARY REQUIREMENTS | S | REMARKS |
|--|---|---------|
| Copy of Business/License Permit issued by the MOJ and the MHLW to the SvO, with an English translation bearing the name and signature of the translator | | |
| Copy of Notification of License Term of SvO issued the MOJ and the MHLW, with an English translation bearing the name and signature of the translator | | |
| Original Company Registration issued by the MOJ to the SvO with an English translation bearing the name and signature of the translator | | |
| Proof that the Implementing Organization/Company is categorized in any of the type of facilities listed in DOLE D.O. 188-B Attachment A (Object Facilities), in the form of photos, brochures and/or profile of the Implementing Organization/ Company. (FOR CAREWORKER) | | |
| Criteria of Job Category and Operation issued by the MHLW, with an English translation bearing the name and signature of the translator | | |
| Draft Technical Plan with an English translation bearing the name and signature of the translator | | |
| Recruitment Agreement , using the POEA template, issued by the SvO to the Sending Organization and duly notarized in Japan | | |
| Technical Intern Offer (TIO) indicating the positions, the number of positions and salary per position, using POLO TITP Form No. 2018-01 | | |
| Certification on the number of employees using POLO Form No. 2018-01a | | |
| Employment Contract for Technical Intern, using OTIT Reference Form 1-14 | | |
| Employment Terms and Conditions with Attachment on Wage Payment , using OTIT Reference Form 1-15 | | |
| Addendum to the Master Employment Contract, using POLO TITP Form No. 2018-02 | | |
| Addendum to the Employment Contract for Technical Intern Training for Care Worker Job Category using DOLE D.O. 188-B Form No. 2018-01 | | |