



## PROCESSING OF APPLICATIONS FOR EXEMPTION FROM THE ANTI-DUMMY LAW PURSUANT TO MINISTRY ORDER NO. 210, s. 180

The Secretary of Justice acting on request/s for exemption from the Anti-Dummy Law upon request of an individual/ business entity for purposes of hiring foreign technicians in a wholly or partially nationalized trade, business, industry or undertaking under Commonwealth Act. No. 108 (The Anti-Dummy Law), as amended.

<b>Office or Division:</b>	Legal Staff
<b>Classification:</b>	Highly Technical
<b>Type of Transaction:</b>	Government to Citizen (G2C), Government-to-Business (G2B), Government-to-Government (G2G)
<b>Who may avail:</b>	All

### CHECKLIST OF DOCUMENTARY REQUIREMENTS

Document	No. of Copy(ies)	Where to Secure
1. Request Form	1	DOJ Website/ Frontline
2. Official Receipt	1	DOJ Cashier Section
3. Additional supporting documents (case to case basis)		

### PROCEDURES

Client Steps	Agency Actions	Fees to be paid	Processing Time	Person Responsible
1. Submits letter-request and supporting documents to the Office of the Assistant Chief State Counsel (ACSC).	Receives letter-request for verification and issuance of order of payment	None	20 minutes	Support Staff
2. Pays the required fees at the DOJ Cashier Section	Receives payment and issues official receipt	P2,525.00 (per pax/annum)	5 minutes	Collection Officer



3. Presents official receipt to Office of the ACSC.	Issues claim stub/ reference no. and client feedback form	None	15 minutes	Support Staff
	Forwards the application to the Office of the Assistant Chief State Counsel (ACSC) for assigning to Action Lawyer	None	15 minutes	Support Staff
	Processing of action document/ indorsement (referral to appropriate government agency for their comment), signed action documents are forwarded to DOJ Records Section	None	5 working days	Chief State Counsel/ Liaison Officer
	Upon receipt of comment from concerned government office, requesting individual is issued an approval or denial, and concerned parties are copy furnished (Signed action documents are forwarded to DOJ Records Section)	None	5 working days	Chief State Counsel/ Liaison Officer
<b>TOTAL:</b>			<b>11 days</b>	

*Note: A longer period not exceeding twenty (20) days shall be allowed in exceptional circumstances such as availability of signatory(ies), submission of additional documents and etc.*