

	ADDITIONAL MANPOWER REQUEST FORM (AMRF)	Page No.	Page 1 of 1
		Form No.	ROASD-1767
		Revision No.	0
		Effectivity	June 22, 2026

PART A. GENERAL INSTRUCTIONS

1. Use this form to request for additional manpower in the event of newly approved additional site.
2. Changes in format are not allowed, and all fields should be properly filled out.
3. Dates must be encoded in month-day-year (Ex. April 30, 2026) .
4. If the information required is not applicable, write "N/A".
5. All requirements should be submitted in digital copy.
6. Applications with incomplete information / requirements will not be accepted.

PART B. REQUIRED ATTACHMENTS / SUPPORTING DOCUMENTS

1. Notice of Approval for additional site
2. Manpower Monitoring Form (MMF)
3. Compliance Authorized Representative Form (Form C)

PART C. APPLICATION DETAILS

Date: _____
 Name of Company: _____
 Approved Additional Site Address: _____
 Date of Approval: _____
 Target Commencement of Operation: _____

MANPOWER COUNT PER SITE					
#	EXISTING SITE/S	FILIPINO	FOREIGN	TOTAL	REMARKS
1					
2					
3					
4					
5					
	TOTAL				

	ADDITIONAL SITE/S	FILIPINO	FOREIGN	TOTAL	REMARKS
1					
2					
3					
4					
5					
	TOTAL				

CERTIFICATION:

This is to certify that the information provided herein has been carefully verified and found to be **updated, accurate and complete**.
 understand that misdeclaration and incorrect information may lead to imposition of administrative penalties.

 Signature over Printed Name of Authorized Representative

 Date