

DEPARTMENT CIRCULAR NO. 05
Series of 2026

**GUIDELINES ON THE IMPLEMENTATION OF THE LINANGIN ANG KAKAYAHAN
SA KABUHAYAN AWARD (LIKHA)**

WHEREAS, pursuant to Section 17 of Republic Act No. 11641, otherwise known as the *Department of Migrant Workers Act* ("DMW Act"), the Department shall develop and implement a full-cycle and comprehensive national reintegration program for both documented and undocumented Overseas Filipino Workers (OFWs), embedded in all stages of migration for work, beginning from pre-deployment, during on-site employment, and upon return, whether voluntary or involuntary, covering the economic, social, psychosocial, gender-responsive, and cultural dimensions of support, including skills certification and recognition of equivalency for effective employment services, and ensuring contribution to national development through investments and the transfer of technology from skilled or professional OFWs;

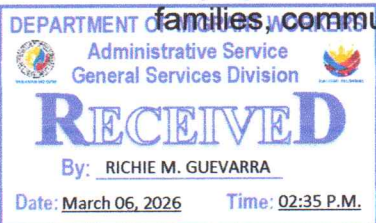
WHEREAS, pursuant to Section 19 of the DMW Act, the National Reintegration Center for OFWs (NRCO) is merged and consolidated as part of the Department of Migrant Workers (DMW);

WHEREAS, pursuant to Rule XII, Section 36 (Full-cycle National Reintegration Program) of the Implementing Rules and Regulations of the DMW Act, the NRCO shall serve as the lead office of the Department in developing and implementing a full-cycle and comprehensive national reintegration program;

WHEREAS, Rule XII, Section 36 of the IRR further mandates the NRCO to undertake a menu of basic reintegration services, including the development, tailoring, and continuous enhancement of reintegration programs, services, and initiatives responsive to the needs of returning OFWs, whether documented or undocumented, aimed at harnessing their financial capital to contribute to the economic and social development of their families and communities, including start-up assistance, enterprise incubation, and access to credit to help overcome barriers to business formation;

WHEREAS, Rule VII, Section 19.8 specifies that one of the functions of the DMW Regional Office (RO) is the provision of reintegration assistance to OFWs;

WHEREAS, pursuant to Administrative Order No. 04, Series of 2025, otherwise known as the *Manual of Operations, Policies, and Guidelines for the Migrant Workers Office*, Part G (Reintegration Preparedness), particularly Section 96 thereof, the Migrant Workers Offices (MWOs) shall, guided by the reintegration framework and guidelines issued by the NRCO, develop and implement on-site reintegration preparedness programs and activities for OFWs during their employment to prepare them for their eventual voluntary or involuntary return to their families, communities, and Philippine society;



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By: DMW General Services Division on March 06, 2026



WHEREAS, pursuant to Chapter XIII, Section 65 of Republic Act No. 12021, otherwise known as the *Magna Carta of Filipino Seafarers*, a full-cycle and comprehensive national reintegration program for seafarers shall likewise be developed and implemented across all stages of migration for work, from pre-deployment to on-site employment and upon voluntary or involuntary return, covering economic, social, psychosocial, and cultural support, including skills certification and recognition of equivalency, and ensuring their contribution to national development through investments and the transfer of technology;

WHEREAS, pursuant to Department Circular No. 02, Series of 2023, the NRCO operationalized the implementation of the *Livelihood Program for OFWs for Reintegration (LPOR)*, a program designed for returned undocumented, displaced, and/or distressed OFWs;

WHEREAS, the economic dimension of reintegration support includes interventions that facilitate re-entry into economic life and the establishment of sustainable livelihoods;

WHEREAS, the *Linangin ang Kakayahan sa Kabuhayan Award (LIKHA)* Business Plan Competition is a program developed by the NRCO for documented OFWs to encourage and support entrepreneurial initiatives as part of reintegration preparedness and the pursuit of viable and sustainable business ventures upon their return;

WHEREFORE, to guarantee the effective and successful implementation of the LIKHA Business Plan Competition for documented OFWs, the following guidelines are hereby issued:

ARTICLE I DEFINITION OF TERMS

Unless otherwise specified, the following terms shall have the following meanings whenever used in these Guidelines:

Overseas Filipino Worker (OFW) – refers to a Filipino who is to be engaged, is engaged, or has been engaged in remunerated activity in a country of which he or she is not an immigrant, citizen, or permanent resident, or is not awaiting naturalization, recognition, or admission, whether land-based or sea-based, regardless of status; excluding a Filipino engaged under a government-recognized exchange visitor program for cultural and educational purposes. A person engaged in remunerated activity includes one who has been contracted for overseas employment but has yet to leave the Philippines, regardless of status, and covers “Overseas Contract Workers”. The term “OFW” is synonymous to “Migrant Worker”.

Documented OFW – refers to an OFW whose employment documents have been processed through the Department of Migrant Workers.

Reintegration – refers to the holistic process by which an OFW, on his or her own or with the assistance of government and other duty bearers (including the private sector and development non-government organizations), returns to his or her home of

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origin permanently, comfortably, and productively, through a series of preparations or interventions geared toward specific needs, goals, interests, capacities, and potentials.

OWWA – refers to the Overseas Workers Welfare Administration.

OWWA Member – refers to an OFW with a paid contribution or membership fee with the Overseas Workers Welfare Administration (OWWA), classified as:

(a) Active Member – an OFW whose last contribution payment is still within the two-year membership period; and

(b) Non-active Member – an OFW whose two-year membership coverage period has expired.

NRCO – refers to the National Reintegration Center for OFWs.

NMP – refers to the National Maritime Polytechnic.

MWO – refers to the Migrant Workers Office.

RO – refers to the Regional Office.

OFW Seafarer – refers to an OFW engaged in employment in any capacity on board a merchant marine vessel plying international waters or other sea-based craft of a similar category. This includes fishers onboard commercial fishing vessels operating in international waters or as defined under relevant maritime conventions, cruise ship personnel, yacht crew, personnel serving on mobile offshore and drilling units in the high seas, and other persons similarly situated.

Business Plan – refers to a written document prepared by an OFW that presents a proposed business idea intended to be established.

Seed Capital – refers to initial funding or a grant provided to individuals to start a microenterprise or livelihood activity.

Kabuhayan Reintegration – refers to the economic empowerment strand of reintegration that equips OFWs and their families with sustainable income opportunities through livelihood grants, starter kits, business mentoring, skills-based enterprises, and employment facilitation, thereby ensuring financial capacity, inclusive growth, and long-term reintegration sustainability.

ARTICLE II DESCRIPTION

The **LIKHA** is a Business Plan Competition organized by the NRCO. This initiative forms part of the Kabuhayan Reintegration Program, which aims to encourage and support returning OFWs in developing sustainable business endeavors.

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The competition aims to support the successful full-cycle reintegration of OFWs by equipping them with the necessary knowledge, skills, and resources to facilitate their transition into entrepreneurship upon their return to the Philippines.

The **LIKHA** business plan competition consists of three (3) main components and one (1) special edition, collectively referred to as the **LIKHA Series**:

1. **LIKHA^{Ang} Kababaihan** is designed for women OFW returnees. This series provides a platform for female OFWs to develop and showcase innovative business plans. It also offers business coaching, mentorship, and the provision of seed capital.
2. **LIKHA^{Ang} Marino** is for OFW seafarer returnees whether male or female. This series serves as a platform for OFW seafarers to develop and present innovative business plans. It also offers business coaching, mentorship, and the provision of seed capital.
3. **LIKHA Global** is for OFWs currently deployed at their respective job sites abroad. This series serves as a platform for active OFWs to develop sustainable livelihood projects in preparation for their eventual reintegration in the Philippines. Beyond showcasing innovative business ideas, the program also provides opportunities for business coaching, mentorship, and the provision of seed capital.
4. **LIKHA Special Edition**, may be offered/conducted for a specific sector and/or purpose, as proposed/recommended by the NRCO.

ARTICLE III OBJECTIVES

The LIKHA Business Plan Competition shall have the following objectives:

1. To promote entrepreneurial initiatives among documented OFWs and their families by encouraging the establishment of micro, small, and sustainable business enterprises as part of reintegration preparedness and long-term reintegration.
2. To provide support mechanisms for the development and advancement of entrepreneurship among documented OFWs and their families.
3. To strengthen entrepreneurial capacity by equipping documented OFWs and their families with the necessary knowledge, skills, and competencies to successfully establish and manage business ventures.

ARTICLE IV ELIGIBILITY CRITERIA MECHANICS, AWARDS AND SEED CAPITAL

The National Reintegration Center for OFWs (NRCO), as the lead office of the Department of Migrant Workers (DMW) for reintegration, shall issue the details.

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mechanics of the LIKHA Business Plan Competition. These shall include, but shall not be limited to, the eligibility criteria, application procedures, evaluation and selection processes, proposed funding and seed capital allocation, implementation timelines, and monitoring and reporting mechanisms.

The mechanics for the LIKHA Series are attached hereto as follows:

1. LIKHAng Kababaihan (**Annex A**);
2. LIKHAng Marino (**Annex B**); and
3. LIKHA Global (**Annex C**).

Mechanics for the conduct of the LIKHA Special Edition shall be designed by the NRCO subject to the approval of the Secretary.

ARTICLE V IMPLEMENTATION

The following Bureaus, Services and Offices (B/S/O) shall be responsible for the implementation of the LIKHA Series:

National Reintegration Center for OFWs

The NRCO shall be responsible for the following:

- a. Serve as the LIKHA Program Manager and act as the Secretariat of the National Screening Committee;
- b. Oversee the implementation of the LIKHA Business Plan Competition in coordination with DMW ROs and MWOs;
- c. Recommend supplementary procedures or mechanics to further fine-tune program implementation, as necessary; and
- d. Provide ROs and MWOs with relevant information, including updated templates for periodic monitoring reports and related data management requirements.

Regional Offices

All DMW ROs shall be responsible for the following:

- a. Conduct the Initial evaluation of eligible LIKHAng Kababaihan and LIKHAng Marino applicants;
- b. Identify and select regional winners during the regional screening rounds for LIKHAng Kababaihan and Marino;
- c. Submit the list of LIKHAng Kababaihan and LIKHAng Marino regional winners to the NRCO;

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By: DMW General Services Division on March 06, 2026



- d. Provide mentoring support to LIKHAng Kababaihan and LIKHAng Marino regional winners during the LIKHA Business Bootcamp, National Competition, and Awarding activities;
- e. Monitor LIKHAng Kababaihan and LIKHAng Marino regional and national winners within their respective areas of jurisdiction;
- f. Refer LIKHAng Kababaihan and Marino applicants to National Reintegration Network (NRN) partners and other stakeholders for possible reintegration assistance; and
- g. Promote LIKHAng Kababaihan and LIKHAng Marino within their respective areas of jurisdiction and through relevant platforms.

Migrant Workers Offices

All DMW MWOs shall be responsible for the following:

- a. Evaluate eligible LIKHA Global applicants and select MWO winners during the overseas screening rounds;
- b. Endorse LIKHA Global MWO winners to the NRCO; and
- c. Promote LIKHA Global within their respective areas of jurisdiction and through relevant platforms.

ARTICLE VI MONITORING, REPORTING AND EVALUATION

The MWOs and ROs shall conduct regular monitoring of LIKHA winners, including the submission of monitoring reports and documentation of success stories. They shall provide periodic updates to the NRCO on the status of the LIKHA winners' business operations.

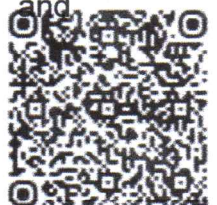
Initial monitoring shall be conducted three (3) months after the release of seed capital to ensure proper implementation of the approved business plan. Thereafter, the DMW Regional Offices, through the Welfare and Reintegration Services Division (WRSD), shall conduct quarterly monitoring of all business plans to verify compliance with approved proposals and to identify additional interventions necessary to sustain business operations.

The NRCO, as Program Manager, shall conduct regular field visits to assess the business operations of LIKHA winners. These visits may include on-site inspections and/or consultations with LIKHA winners to evaluate the overall impact of the Kabuhayan Reintegration Program and to formulate recommendations for program enhancement.

A centralized database shall be developed, maintained, and managed by the NRCO, with the help of the Management Information Technology Services (MITS), to track the progress of all LIKHA winners, including business performance and

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submitted reports. This database shall facilitate efficient monitoring, documentation, and generation of reportorial requirements to support evidence-based decision-making and continuous program improvement.

ARTICLE VII REVIEW, AMENDMENT OR REVISION

These Guidelines, including their Annexes, shall be subject to periodic review by the NRCO to ensure their continued relevance, effectiveness, and alignment with the objectives of the LIKHA Business Plan Competition. Any necessary amendments, updates, or revisions may be issued by the NRCO, subject to the approval of the Secretary, as deemed appropriate, to enhance program implementation and promote the successful reintegration of OFWs.

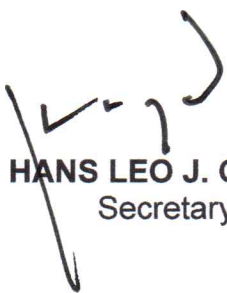
ARTICLE VIII FUND SOURCE

The budgetary requirements for the implementation of the Program under these Guidelines shall be charged against the funds of the NRCO, and the management and administrative expenses may be charged under the respective available budgets of the MWOs and ROs. The budget for seed capital and awards shall be sourced from the budget of the NRCO subject to existing laws, rules, and regulations.

All fund disbursement for the LIKHA Business Plan Competition shall be subject to the applicable budgeting, accounting and auditing rules and regulations.

ARTICLE IX EFFECTIVITY

This Department Circular shall take effect immediately and supersedes all previous issuances inconsistent herewith.


HANS LEO J. CACDAC
Secretary

Date: MAR 06 2026

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By: DMW General Services Division on March 06, 2026



ANNEX A

LIKHAng KABABAIHAN COMPETITION MECHANICS

A. Eligibility Criteria and Disqualification

LIKHAng Kababaihan Business Plan Competition is open to documented female Overseas Filipino Workers (OFWs) who meet all the following criteria:

- a. Female OFWs who returned to the Philippines on or after 30 December 2021;
- b. Must not currently own, operate, or be affiliated with any formal or registered business venture in the Philippines; and
- c. Since returning to the Philippines, must not have traveled overseas for employment and must be permanently settled in the Philippines.

Disqualification:

The following shall be disqualified from participating:

- a. Applicants who are recipients of any NRCO Kabuhayan program, including but not limited to:
 - i. Livelihood Development Assistance Program (LDAP)
 - ii. Balik Pinay, Balik Hanapbuhay (BPBH)
 - iii. Sa Pinas, Ikaw ang Ma'am/Sir (SPIMS)
 - iv. Tulong PUSO (TP)
 - v. NRCO – Integrated Seafarers of the Philippines (ISP) Business Plan Competition
 - vi. Linangin ang Kakayahan sa Kabuhayan Award (LIKHA)
- b. Returned female OFWs employed by the Philippine government or engaged under job order or contract of service arrangements; and
- c. Returned female OFWs who are relatives up to the fourth (4th) degree of consanguinity or affinity of employees or job order/contract of service personnel of the following government agencies:
 - i. Department of Migrant Workers (DMW)
 - ii. Overseas Workers Welfare Administration (OWWA)
 - iii. National Maritime Polytechnic (NMP)
 - iv. OFW Hospital

B. Submission of Entries:

Qualified OFWs shall submit their complete application entries through the LIKHA Online Portal. The following documentary requirements shall be uploaded:

- a. Duly accomplished Application Form;
- b. Signed Declaration Form;
- c. Copy of passport or travel document;

- d. Proof of latest arrival;
- e. Business Model Canvas; and
- f. Barangay Certification stating that no existing business is registered under the applicant's name and that the applicant is not affiliated with any business.

C. Regional Screening Round:

Each regional office shall constitute a Regional LIKHA Committee (RLC) composed of the following:

- a. Chairperson: Regional Director
- b. Members:
 - i. Head of the Welfare Reintegration Services Division (WRSD)
 - ii. Head of the Finance and Administrative Division (FAD)
 - iii. Two (2) NRN Relevant Partners (e.g. DTI, TESDA)
- c. Secretariat: LIKHA Focal Person

The panel of judges shall select the Regional Winners based on the following criteria:

- a. Quality of the business plan (40 points)
- b. Feasibility of the business (40 points)
- c. Presentation (20 points)

A total of **100 points** shall be used in determining the Regional Winners.

The RLC shall determine the LIKHA Regional Winner who shall represent the region in the national rounds. Regional Winners shall be officially announced through the Department's official social communication platforms.

D. National Business Bootcamp:

Regional Winners shall participate in the LIKHAng Kababaihan National Business Mentoring Bootcamp, consisting of mentoring or coaching sessions designed to enhance their business plans.

Attendance in all sessions of the bootcamp is mandatory. Failure to attend shall result in disqualification and forfeiture of seed capital.

Each region shall designate one (1) mentor, preferably from the WRSD, to guide and support its Regional Winner throughout the bootcamp. All travel, meals, and accommodation expenses related to the bootcamp shall be charged to available funds.

At the conclusion of the bootcamp, each Regional Winner shall present her business plan through a business pitch before a panel of judges.

E. National Selection Committee:

The National LIKHAng Kababaihan Selection Committee (NLKSC) shall be composed of representatives from the following:

- a. Chairperson: Department of Migrant Workers
- b. Members:

- i. Overseas Workers Welfare Administration
- ii. Department of Trade and Industry
- iii. Three (3) NRN Relevant Partners

National Winners shall be selected based on the following criteria:

- a. Quality of the business plan (30 points)
- b. Feasibility of the business (30 points)
- c. Presentation (40 points)

A total of **100 points** shall be used in determining the National Winners.

F. Awards and Seed Capital:

The awards and seed capital for winning entries shall be as follows:

- a. Regional winners:
Best Business Plan – PHP100,000.00 and a trophy
- b. National winners:
2nd Runner-up – PHP 200,000.00 1st Runner-up – PHP 300,000.00
LIKHAng Kababaihan Best Business Plan – PHP500,000.00

DECLARATION

LIKHA Business Plan Competition

I, **[Full Name of OFW]**, Filipino, of legal age, and a resident of **[Complete Address]**, do hereby freely and voluntarily declare the following in connection with my participation in the **LIKHAng KABABAIHAN Business Plan Competition**, organized by the **Department of Migrant Workers (DMW)**:

1. I am a former Overseas Filipino Worker (OFW) and was last employed as a **[Job Title/Position]** in **[Country of Employment]**;
2. I returned to the Philippines on **[Date of Return]**, and since then, I have not left the country to work overseas or for any employment-related purpose;
3. I do not currently own, manage, or operate any business, either as an individual or as part of a partnership, corporation, or any registered or unregistered enterprise;
4. I have not received any support or assistance from the following livelihood programs of the National Reintegration Center for OFWs (NRCO):
 1. Livelihood Development Assistance Program (LDAP)
 2. Balik Pinay, Balik Hanapbuhay Program (BPBH)
 3. Sa Pinas, Ikaw ang Ma'am/Sir Program (SPIMS)
 4. Tulong Pangkabuhayan sa Pag-unlad ng Samahang OFWs (Tulong PUSO)
 5. NRCO - Integrated Seafarers of the Philippines (ISP) Business Plan Competition
 6. Linangin ang Kakayahan sa Kabuhayan Award (LIKHA)
5. I am not currently employed by the Philippine government, whether as a permanent, contractual, job order, or contract of service worker. I am also not related by consanguinity or affinity up to the fourth civil degree to any employee or personnel of the following agencies:
 1. Department of Migrant Workers (DMW)
 2. Overseas Workers Welfare Administration (OWWA)
 3. OFW Hospital
 4. National Maritime Polytechnic (NMP)
6. I am voluntarily participating in the LIKHA Business Plan Competition and fully understand all the program guidelines and requirements;
7. The business plan I am submitting is my original work. It has never been published, submitted, or used in any other competition, funding program, or similar undertaking;

8. All personal and work-related information I have submitted is true, accurate, and complete to the best of my knowledge. I am prepared to submit any additional documents upon request;
9. I commit to actively participate in all phases of the competition, including orientations, interviews, evaluations, and mentoring sessions.
10. If selected as a winner, I also commit to complete all post-competition trainings and development programs provided by the DMW;
11. If awarded, I will use the prize or grant solely for the purpose of establishing and running the business I proposed in my submitted plan, and not for any other purpose. I guarantee that the business will operate legally, ethically, and in accordance with public morals and good customs;
12. I agree to submit progress and financial reports every six (6) months, or as required by the DMW, detailing the business' implementation, development, and use of funds;
13. I give my informed consent for the collection, processing, and use of my personal data by the DMW, its representatives, and its program partners, solely for the implementation, monitoring, and evaluation of the competition, and in compliance with the Data Privacy Act of 2012;
14. I grant permission to the DMW, its representatives, and its partners, to use the following, without need for further consent or compensation, for documentation, publicity, or promotional purposes:
 - a. My name, photo, and likeness
 - b. My submitted business plan or parts of it
 - c. Interviews, testimonials, or recordings of my participation
15. I shall retain ownership of my business idea but grant the DMW and its authorized representatives the right to use, reproduce, and share portions of my submission for non-commercial purposes, such as education, training, or public awareness, with appropriate credit and attribution given;
16. I agree to comply fully with all rules and conditions of the competition. I understand that any violation, including the submission of false information or misuse of funds, may result in disqualification, forfeiture of any award, and potential legal action by the DMW;
17. I have carefully read, understood, and accept all the contents of the **LIKHAng KABABAIHAN Business Plan Competition Participant's Pack**, including the Contest Mechanics, Entry Form, Business Model Canvas, and this Declaration;
18. I am signing this declaration voluntarily, with full awareness of its meaning, legal consequences, and binding effect.

Signature over Printed Name of Participant

ANNEX B

LIKHAng MARINO COMPETITION MECHANICS

A. Eligibility Criteria and Disqualification

LIKHAng Marino is open to documented OFW seafarer returnees who meet all the following criteria:

- a. OFW seafarers who returned to the Philippines on or after 30 December 2021;
- b. Must not currently own, operate, or be affiliated with any formal or registered business venture in the Philippines; and
- c. Since returning to the Philippines, must not have traveled overseas for employment purposes and must be permanently settled in the Philippines.

Disqualification:

The following shall be disqualified from participating:

- a. Applicants must not be a recipient of any NRCO Kabuhayan program, including but not limited to:
 - i. Livelihood Development Assistance Program (LDAP)
 - ii. Balik Pinay, Balik Hanapbuhay (BPBH)
 - iii. Sa Pinas, Ikaw ang Ma'am/Sir (SPIMS)
 - iv. Tulong PUSO (TP)
 - v. NRCO - Integrated Seafarers of the Philippines (ISP) Business Plan Competition
 - vi. Linangin ang Kakayahan sa Kabuhayan Award (LIKHA)
- b. Returned OFW seafarers employed by the Philippine government or engaged under job order or contract of service arrangements;
- c. Returned OFWs seafarers who are relatives up to the fourth (4th) degree of consanguinity or affinity of employees or job order/contract of service personnel from the following government agencies:
 - i. Department of Migrant Workers (DMW)
 - ii. Overseas Workers Welfare Administration (OWWA)
 - iii. National Maritime Polytechnic (NMP)
 - iv. OFW Hospital

B. Submission of Entries:

Qualified OFWs shall submit their complete application entries through the LIKHA Online Portal. The following documentary requirements shall be uploaded:

- a. Duly accomplished Application Form;
- b. Signed Declaration Form;
- c. Copy of passport or travel document;
- d. Proof of latest arrival;

- e. Business Model Canvas; and
- f. Barangay Certification stating that no existing business is registered under the applicant's name and that the applicant is not affiliated with any business.

C. Regional Screening Round:

Each Regional Office shall constitute a Regional LIKHA Committee (RLC) composed of the following:

- a. Chairperson: Regional Director
- b. Members:
 - i. Head of the Welfare Reintegration Services Division (WRSD)
 - ii. Head of the Finance and Administrative Division (FAD)
 - iii. Two (2) NRN Relevant Partners (e.g. DTI, TESDA)
- c. Secretariat: LIKHA Focal Person

The panel of judges shall select the Regional Winners based on the following criteria:

- a. Quality of the business plan (40 points)
- b. Feasibility of the business (40 points)
- c. Presentation (20 points)

A total of **100 points** shall be used in determining the Regional Winners.

The RLC shall determine the LIKHA Regional Winner who shall represent the region in the national rounds. Regional Winners shall be officially announced through the Department's official communication platforms.

D. National Business Bootcamp:

Regional Winners shall participate in the LIKHAng Marino National Business Mentoring Bootcamp, consisting of mentoring and coaching sessions designed to enhance their business plans.

Attendance in all sessions of the bootcamp is mandatory. Failure to attend shall result in disqualification and forfeiture of seed capital.

Each region shall designate one (1) mentor, preferably from the WRSD, to guide and support their Regional Winner throughout the bootcamp. All travel, meals, and accommodation expenses related to the bootcamp shall be charged to available funds.

At the conclusion of the bootcamp, each Regional Winner shall present his/her business plans through a business pitch before a panel of judges.

E. National Selection Committee:

The National LIKHAng Marino Selection Committee (NLMSC) shall be composed of representatives from the following:

- a. Chairperson: Department of Migrant Workers
- b. Members:
 - i. Overseas Workers Welfare Administration

- ii. Department of Trade and Industry
- iii. Three (3) NRN Relevant Partners

National Winners shall be selected based on the following criteria:

- a. Quality of the business plan (30 points)
- b. Feasibility of the business (30 points)
- c. Presentation (40 points)

A total of **100 points** shall be used in determining the National Winners.

F. Awards and Seed Capital:

The awards and seed capital for winning entries shall be as follows:

- a. Regional winners:
 - Best Business Plan – PHP100,000.00 and a trophy
- b. National winners:
 - 2nd Runner-up – PHP 200,000.00
 - 1st Runner-up – PHP 300,000.00
 - LIKHAng Marino Best Business Plan – PHP500,000.00

DECLARATION

LIKHA Business Plan Competition

I, **[Full Name of OFW]**, Filipino, of legal age, and a resident of **[Complete Address]**, do hereby freely and voluntarily declare the following in connection with my participation in the **LIKHAng MARINO Business Plan Competition**, organized by the **Department of Migrant Workers (DMW)**:

1. I am a former Overseas Filipino Worker (OFW) seafarer;
2. I returned to the Philippines on **[Date of Return]**, and since then, I have not left the country to work overseas or for any employment-related purpose;
3. I do not currently own, manage, or operate any business, either as an individual or as part of a partnership, corporation, or any registered or unregistered enterprise;
4. I have not received any support or assistance from the following livelihood programs of the National Reintegration Center for OFWs (NRCO):
 - a. Livelihood Development Assistance Program (LDAP)
 - b. Balik Pinay, Balik Hanapbuhay Program (BPBH)
 - c. Sa Pinas, Ikaw ang Ma'am/Sir Program (SPIMS)
 - d. Tulong Pangkabuhayan sa Pag-unlad ng Samahang OFWs (Tulong PUSO)
 - e. NRCO - Integrated Seafarers of the Philippines (ISP) Business Plan Competition
 - f. Linangin ang Kakayahan sa Kabuhayan Award (LIKHA)
5. I am not currently employed by the Philippine government, whether as a permanent, contractual, job order, or contract of service worker. I am also not related by consanguinity or affinity up to the fourth civil degree to any employee or personnel of the following agencies:
 - a. Department of Migrant Workers (DMW)
 - b. Overseas Workers Welfare Administration (OWWA)
 - c. OFW Hospital
 - d. National Maritime Polytechnic (NMP)
6. I am voluntarily participating in the LIKHA Business Plan Competition and fully understand all the program guidelines and requirements;
7. The business plan I am submitting is my original work. It has never been published, submitted, or used in any other competition, funding program, or similar undertaking;

8. All personal and work-related information I have submitted is true, accurate, and complete to the best of my knowledge. I am prepared to submit any additional documents upon request;
9. I commit to actively participate in all phases of the competition, including orientations, interviews, evaluations, and mentoring sessions.
10. If selected as a winner, I also commit to complete all post-competition trainings and development programs provided by the DMW;
11. If awarded, I will use the prize or grant solely for the purpose of establishing and running the business I proposed in my submitted plan, and not for any other purpose. I guarantee that the business will operate legally, ethically, and in accordance with public morals and good customs;
12. I agree to submit progress and financial reports every six (6) months, or as required by the DMW, detailing the business' implementation, development, and use of funds;
13. I give my informed consent for the collection, processing, and use of my personal data by the DMW, its representatives, and its program partners, solely for the implementation, monitoring, and evaluation of the competition, and in compliance with the Data Privacy Act of 2012;
14. I grant permission to the DMW, its representatives, and its partners, to use the following, without need for further consent or compensation, for documentation, publicity, or promotional purposes:
 - a. My name, photo, and likeness
 - b. My submitted business plan or parts of it
 - c. Interviews, testimonials, or recordings of my participation
15. I shall retain ownership of my business idea but grant the DMW and its authorized representatives the right to use, reproduce, and share portions of my submission for non-commercial purposes, such as education, training, or public awareness, with appropriate credit and attribution given;
16. I agree to comply fully with all rules and conditions of the competition. I understand that any violation, including the submission of false information or misuse of funds, may result in disqualification, forfeiture of any award, and potential legal action by the DMW;
17. I have carefully read, understood, and accept all the contents of the **LIKHAng MARINO Business Plan Competition Participant's Pack**, including the Contest Mechanics, Entry Form, Business Model Canvas, and this Declaration;
18. I am signing this declaration voluntarily, with full awareness of its meaning, legal consequences, and binding effect.

IN WITNESS WHEREOF, I have hereunto signed this Declaration on this ____ day of _____, 202_ at _____, Philippines.

Signature over Printed Name of Participant

ANNEX C

LIKHA GLOBAL COMPETITION MECHANICS

A. Eligibility Criteria and Disqualification:

LIKHA Global Business Plan Competition is open to active and documented land-based OFWs who are currently employed at their respective job sites overseas and who meet all the following criteria:

- a. Presently working abroad;
- b. With at least five (5) years of continuous or accumulated overseas employment experience;
- c. Latest overseas deployment must be documented;
- d. Must be an active member of the Overseas Workers Welfare Administration; and,
- e. Must not currently own, operate, or be affiliated with any registered or unregistered business venture in the Philippines.

Disqualification:

The following shall be disqualified from participating:

- a. Current local hires of the Philippine Embassy, Philippine Consulate, and/or the Migrant Workers Offices (MWO);
- b. Employees, job order/contract of service personnel, local hires or individuals currently working on a remunerated basis for any government agency, institution, or government-owned or controlled corporation (GOCC); and
- c. OFWs who are relatives up to the fourth (4th) degree of consanguinity or affinity of employees or job order/contract of service personnel, including local hires from the following government agencies:
 - i. Department of Foreign Affairs (DFA)
 - ii. Department of Migrant Workers (DMW)
 - iii. Overseas Workers Welfare Administration (OWWA)
 - iv. National Maritime Polytechnic (NMP)
 - v. OFW Hospital
 - vi. Service Attachés and Representatives of Other Departments in the Philippine Foreign Service Posts

B. Submission of Entries:

Qualified OFWs shall submit their complete application entries through the LIKHA Online Portal. The following documentary requirements shall be uploaded:

1. Duly accomplished Application Form;
2. Signed Declaration Form;
3. Copy of passport or travel document;
4. Proof of latest arrival; and
5. Business Model Canvas

C. MWO Screening Round:

Each Migrant Workers Office (MWO) shall evaluate submissions and select winners based on the following criteria:

- a. Quality of the business plan (40 points)
- b. Feasibility of the business (40 points)
- c. Presentation (20 points)

A total of **100 points** shall be used in determining the MWO winner.

Each MWO shall select one (1) winner to represent the post in the national round of competition. MWO winners shall be announced through the Department's official communication platforms.

D. National Business Bootcamp:

MWO winners shall participate in the LIKHA Global National Business Mentoring Bootcamp, which consists of mentoring and coaching sessions designed to enhance their business plans.

Attendance in all sessions of the National Business Mentoring Bootcamp is mandatory. Travel, meals, and accommodation expenses related to the bootcamp shall be covered by the DMW-NRCO.

Failure to attend the bootcamp shall result in the deferment of seed capital awarding. Seed capital may still be claimed upon successful completion of the required business mentoring within a period not exceeding one (1) year, provided that travel and related expenses shall be shouldered by the winner.

E. Selection of Top 12:

During the National Business Mentoring Bootcamp, each MWO winner shall undergo a finalists' interview to discuss the business plan before a panel of judges.

The panel of judges shall select the Top Twelve (12) finalist based on the following criteria:

- a. Quality of the business plan (30 points)
- b. Feasibility of the business (30 points)
- c. Presentation (40 points)

A total of **100 points** shall be used in determining the finalists.

F. National Selection Committee:

At the conclusion of the LIKHA Global National Business Mentoring Bootcamp, the Top Twelve (12) finalists shall present their business plans through a business pitch before a panel of judges. Each business pitch shall not exceed five (5) minutes, followed by a question-and-answer portion.

National winners shall be selected based on the following criteria:

- a. Quality of the business plan (30 points)
- b. Feasibility of the business (30 points)
- c. Presentation (40 points)

A total of **100 points** shall be used in determining the national winners.

G. Awards and Seed Capital:

The awards and seed capital for winning entries shall be as follows:

- a. Each MWO winner: PHP100,000.00 and a trophy
- b. Top 12 finalists: PHP100,000.00
- c. National winners:
 - 2nd Runner-up – PHP200,000.00
 - 1st Runner-up – PHP300,000.00
 - LIKHA Global Best Business Plan – PHP500,000.00

DECLARATION

LIKHA Business Plan Competition

I, **[Full Name of OFW]**, Filipino, of legal age, and a resident of **[Complete Address in the Philippines]**, do hereby freely and voluntarily declare the following in connection with my participation in the **LIKHA GLOBAL Business Plan Competition**, organized by the **Department of Migrant Workers (DMW)**:

1. I am presently employed as an Overseas Filipino Worker (OFW), holding the position of **[Job Title/Position]** in **[Country of Employment]**, and I am currently residing at **[Complete Address at Country of Employment]**.
2. I have been working overseas since **[Year Deployed]**, and to date, I have accumulated a total of **[Number of Years as an OFW]** years of overseas employment experience.
3. I do not currently own, manage, or operate any business, either as an individual or as part of a partnership, corporation, or any registered or unregistered enterprise in the Philippines and abroad;
4. I am not currently employed by the Philippine government, whether as a permanent, contractual, job order, or contract of service worker. I am also not related by consanguinity or affinity up to the fourth civil degree to any employee or personnel of the following agencies:
 - a. Department of Foreign Affairs (DFA)
 - b. Department of Migrant Workers (DMW)
 - c. Overseas Workers Welfare Administration (OWWA)
 - d. National Maritime Polytechnic (NMP)
 - e. OFW Hospital
 - f. Service Attachés and Representatives of Other Departments in the Philippine Foreign Service Posts
5. I am voluntarily participating in the LIKHA Business Plan Competition and fully understand all the program guidelines and requirements;
6. The business plan I am submitting is my original work. It has never been published, submitted, or used in any other competition, funding program, or similar undertaking;
7. All personal and work-related information I have submitted is true, accurate, and complete to the best of my knowledge. I am prepared to submit any additional documents upon request;
8. I commit to actively participate in all phases of the competition, including orientations, interviews, evaluations, and mentoring sessions.
9. IF selected as a winner, I also commit to complete all post-competition trainings and development programs provided by the DMW and its attached agencies;

10. IF awarded, I will use the prize or grant solely for the purpose of establishing and running the business I proposed in my submitted plan, and not for any other purpose. I guarantee that the business will operate legally, ethically, and in accordance with public morals and good customs;
11. I agree to submit progress and financial reports every six (6) months, or as required by the DMW, detailing the business' implementation, development, and use of funds;
12. I give my informed consent for the collection, processing, and use of my personal data by the DMW, its representatives, and its program partners, solely for the implementation, monitoring, and evaluation of the competition, and in compliance with the Data Privacy Act of 2012;
13. I grant permission to the DMW, its representatives, and its partners to use the following, without need for further consent or compensation, for documentation, publicity, or promotional purposes:
- a. My name, photo, and likeness
 - b. My submitted business plan or parts of it
 - c. Interviews, testimonials, or recordings of my participation
14. I shall retain ownership of my business idea but grant the DMW and its authorized representatives the right to use, reproduce, and share portions of my submission for non-commercial purposes, such as education, training, or public awareness, with appropriate credit and attribution given;
15. I agree to fully comply with all rules and conditions of the competition. I understand that any violation, including the submission of false information or misuse of funds, may result in disqualification, forfeiture of any award, and potential legal action by the DMW;
16. I have carefully read, understood, and accept all the contents of the **LIKHA GLOBAL Business Plan Competition Guidelines** including the Contest Mechanics, Entry Form, Business Model Canvas, and this Declaration;
17. I am signing this declaration voluntarily, with full awareness of its meaning, legal consequences, and binding effect.

IN WITNESS WHEREOF, I have hereunto signed this Declaration on this ____ day of _____, 202_ at _____, Philippines.

Signature over Printed Name of Participant