

Procedure of re-entry for EPA Candidates whose period of stay expired during the temporary return

14 October, 2020

Japan International Corporation of Welfare Services (JICWELS)

Due to corona virus prevention, EPA candidates and EPA caregiver (hereinafter “candidates, etc.”) whose period of stay have expired during temporary return to their home country need to apply visa for re-entering to Japan. Here is the procedures for visa application process.

Currently, due to travel restrictions caused by corona virus, issuance of visa is temporary suspended at the Japanese Embassy. The reception services are expected to resume after travel restrictions are relaxed and it may take some time for visa issuance. The candidates, etc who wish to re-entering to Japan, please read below procedures carefully and start preparing them so that candidates, etc can apply immediately after resuming reception service.

JICWELS provides the same information to POEA some documents are prepared by POEA and mailed to candidates, etc. Please consult with POEA and proceed with the procedures.

1. Required documents

Those who apply for a visa should refer to attached file. Prepare the documents “prepared by the person themselves”. At the same time please ask POEA to prepare documents that need to be prepared by them.

2. How to apply

After travel restrictions were eased due to corona virus prevention, visa application services expect to resume in the Japanese Embassy. The applicants should prepare necessary documents which written on attached paper and submit to POEA handle visa application to the Japanese Embassy.

*We will notify you by e-mail once the Japanese Embassy will resume accepting visa applications.

3. Application address

Organization: Philippine Overseas Employment Administration (POEA)/ Government Placement Branch (GPB)

Person in charge: Atty. Rosemarie G. Duquez, Director II, GPB

Phone: +63-2-8722-1175

E-mail: poeagpb@poea.gov.ph

PIC:

4. Visa fee

1,400 PHP

The burden of the application fee is decided by discussion between the applicants and the accepting organizations. The fee must be paid at the time of document submission, thus please pay in advance when you submit documents to POEA

*Please note that visa fee is waived in case of he/she will work in the prefectures of Iwate, Miyagi, and Fukushima where suffered tremendous damage by Great East Japan Earthquake.

5. Duration for visa issuance

It takes 1-2 months after the Japanese Embassy received necessary documents for visa application from POEA. However it may takes longer due to examination, etc.

6. Receipt of a visa

When the visa is ready, the applicants will be contacted by the Japanese embassy or the dispatch coordinate organization. The applicant him/herself or the dispatch coordinate organization should receive a visa at the Japan Embassy.

7. Measures for entering Japan

To enter Japan, it is required not to use public transportation and necessary to stay at your home etc. for 14 days after taking a PCR test.

For details, please check the website of the Ministry of Foreign Affairs below. In addition, we are currently preparing instructions of English version. We will inform to you as soon as it is ready.

Website : Ministry of Foreign Affairs (English)

https://www.mofa.go.jp/ca/cp/page25e_000337.html

8. Contact information

Japan International Corporation of Welfare Services (JICWELS)

Acceptance Support Foreign Professionals Department

Tel : 03-6206-1138

E-mail : shien-assen@jicwels.or.jp

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Necessary documents required for VISA Application

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	Required documents	Points to Note	Who need prepare
1	VISA Application Form	<ul style="list-style-type: none"> • 1 copy • VISA Application Form can be downloaded from website of MOFA "3. Visa Application Documents (download)" as below. https://www.mofa.go.jp/mofaj/toko/visa/index.html (VISA Application Form (PDF) https://www.mofa.go.jp/mofaj/files/000124525.pdf) • Applicants will fill out a form and sign their name on it. 	Applicants
2	Applicants' Photo	<ul style="list-style-type: none"> • 1 piece of photo • The applicant is to appear alone and must be facing forward. • The photos must be taken no more than 6 months prior to submission. • Photos in which the applicant is wearing headbands, caps will not be accepted. • Photo's with backgrounds that are not plain or white (with objects, designs and shading) will not be accepted. • Photo size must be 45 mm wide by 45 mm high (without border) • Either photos with colors or black-and-white is accepted. 	
3	Copy of Residence Card	<ul style="list-style-type: none"> • 1 copy • A copy of both front and back of expired residence card must be needed. 	
4	Passport	<ul style="list-style-type: none"> • Passport must be valid. 	
5	(only for EPA successful candidates) A copy of qualification	<ul style="list-style-type: none"> • For EPA foreign nurses (successful candidates): A copy of either "nurse license" or "nurse license registration certificate" If applicants haven't completed the registration procedure of nurse because they are not in Japan, please apply for a short-term VISA to receive a issued VISA and enter to Japan. Then please apply for the change of status of residence to EPA nurse after applying for a nurse license as before. • For EPA care workers (successful candidates): A copy of "nursing care worker registration certificate" If applicants haven't completed the registration procedure of nursing care worker because they are not in Japan, please apply for a VISA after completion of registration. 	
6	A copy of birth certificate	A copy of birth certificate need to be issued within 1 year by Philippine Statistics Authority. However this shall not apply to the cases applicants cannot receive it for some reasons in Philippine.	
7	Letter of Reason by Accepting organizations	<ul style="list-style-type: none"> • 1 original • This is the document referred to the process and reason of passing the expiry date of residence card and necessity of reentering Japan by accepting organizations. There is no official format of letter of reason. The document need to be made in Japanese or English. • Accepting organizations will put their seal on the letter of reason and send the original copy to applicants by mail. 	Accepting organizations
8	Residence Track (2 copies)	<ul style="list-style-type: none"> • 2 copies • Accepting organizations will fill out a form of residence track and sign their name on it, send a copy in the PDF format to applicants by e-mail. • Please refer to the original form on MOFA HP as below. (https://www.mofa.go.jp/mofaj/ca/cp/page25_002003.html) <p>※Applicants need to submit the copy of Residence Track at airport quarantine when entering Japan. Please note that not forget to get 1 copy of Residence Track back after applying for a VISA.</p>	
9	Questionnaires	<ul style="list-style-type: none"> • Questionnaires can be downloaded from website of Embassy in Japan as below. (https://www.id.emb-japan.go.jp/info20_30n_shitsumonhyo.pdf) • Applicants will fill out a form of Questionnaires and sign their name on it. 	Applicants
10	VISA Processing Fee	<ul style="list-style-type: none"> • 1,400 PHP • Applicants will pay the VISA processing fee by cash to POEA when submitting VISA application documents to POEA. (Accepting organizations and applicants will discuss who should bare the fees later. Then applicants will pay the fee in advance when submitting documents.) <p>※Please note that visa processing fee is waived in case of he/she will work in the prefectures of Iwate, Miyagi, and Fukushima where suffered tremendous damage by Great East Japan Earthquake.</p>	
11	Additional supporting documents (if need)	Additional supporting documents can be required from the Embassy of Japan depend on the situation of VISA screening process. e.g. marriage certificate for married applicants	Applicants /Accepting organizations