



Republic of the Philippines  
 Department of Labor and Employment  
**Cordillera Administrative Region**  
 Establishment Advertisement Form

**INSTRUCTIONS:** Please fill out the form legibly with ballpen. Print in block letters. Check appropriate boxes. Please do not leave any items unanswered. Indicate "NA" if not applicable. You may use extra sheet if needed.

**I. ESTABLISHMENT DETAILS**

<b>Establishment Name:</b>			
<b>Acronym/Abbreviation:</b>		<b>Tax Identification Number:</b>	
<b>Employer type:</b> (check only 1)			
<input type="checkbox"/> Government <input type="checkbox"/> Recruitment & Placement Agency (Local) <input type="checkbox"/> DO 174-17, Subcontractor		<input type="checkbox"/> Private <input type="checkbox"/> Licensed Recruitment Agency (Overseas)	
<b>Total Work Force:</b> <input type="checkbox"/> Micro (1-9) <input type="checkbox"/> Small (10-99) <input type="checkbox"/> Medium (100-199) <input type="checkbox"/> Large (200 and up)			
<b>Line of Business/Industry</b> (check BIR 2303):			
<b>Address:</b>			

**II. ESTABLISHMENT CONTACT DETAILS**

<b>Contact Person (Full name):</b>			
<b>Position:</b>		<b>Telephone No:</b>	
<b>Email Address:</b>			

**III. DETAILS OF VACANCIES**

NUMBER		POSITION	QUALIFICATIONS
MALE	FEMALE		

You can also attach a copy of your advertisement for better reference.

**CERTIFICATION/AUTHORIZATION**

This is to certify that all data/information that I have provided in this form are true to the best of my knowledge. This is also to authorized the DOLE to include the establishment profile in the PESO Employment Information System (PEIS). It is understood that the establishment profile and contact details shall be made available to the jobseekers, PESOs, DOLE Regional Offices and Filed Offices, Bureau of Local Employment and others who have access to the PEIS. I am also aware that DOLE is not obliged to seek applicants on our behalf. That I hold myself responsible/accountable for any violation of laws in case there is misinterpretation of facts/ information related hereto.

\_\_\_\_\_  
 Signature over printed name of Authorized Representative

\_\_\_\_\_  
 Date

**ADVERTISEMENT APPROVED**

By Authority of the Regional Director

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**APOLLO R. LUSPIAN**  
 Chief- Baguio/Benguet Field Office

\_\_\_\_\_  
 Date