

GOVERNMENT OF PAKISTAN  
BUREAU OF EMIGRATION & OVERSEAS EMPLOYMENT  
"EMIGRATION TOWER" PLOT NO. 10, MAUVE AREA, G-8/1,  
ISLAMABAD

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No. BE-R (Stat)1(107B)/2023

Islamabad, the 08<sup>th</sup> September, 2023

Subject: SELECTION CRITERIA FOR NOMINATING OEPs AS SENDING ORGANIZATION FOR JAPAN UNDER MoC ON TITP

With reference to this office earlier letter of even No. dated 11-07-2023 and POEPA's letter No. Nil dated 24-07-2023 on the subject matter.

2. The POEPA was advised to submit proposals to review the subject criteria vide this office letter No. BE-Ops (PCY)71/2018/3487 dated 26-07-2023 and 07-08-2023. In order to review the subject criteria a meeting was held with the POEPA to discuss the proposed review in the subject criteria on 10-08-2023 under the Chairmanship of Committee at Bureau's HQ. During the review meeting, the POEPA was advised to propose a concrete criterion so that the needful review may be suggested to the authorities. The subject criteria were reviewed by the committee in light of proposals received vide POEPA letter No. dated 11-08-2023 (copy enclosed).

3. Please find enclosed herewith criterion for selecting OEPs as sending organization for Japan under MoC on TITP. The following are the salient features of the revised criteria on the subject matter.

- i. The OEPs who have sent minimum 50 workers abroad for overseas employment during the last 04 years (2019-2022) may be considered for subject criteria.
- ii. The Financial stability and soundness should be given weightage while nominating the OEP as sending organization for Japan. The financial viability is important to ensure the capability of OEP to afford the operational and training cost of the intending emigrant for Japan under TITP.
- iii. The preference should be given to those OEPs who have established Japanese language training institute to prepare the intending emigrants in terms of language and cultural aspects for overseas employment in Japan.

iv. Those OEPs who have established network / setup in Japan or who have their representation in Japan should be given preference in the selection process as sending organization for Japan.

v. Any OEP securing 50% marks on point 4 of criteria i.e. "Knowledge on Japan" will be considered for nomination as sending organization for Japan.

vi. The minimum qualifying score will be 33% except those OEPs who were already considered under point 4 of the criteria.

vii. 12% quota for female OEPs will be maintained. Two OEPs have already been selected in Phase I. No female OEP was selected in Phase II. Five female OEPs will be nominated in 3<sup>rd</sup> and 4<sup>th</sup> Phase as per merit list. The passing marks of 33% will not apply.

viii. At least One OEP each from GB, AJK and Baluchistan will be nominated as sending organization on the following terms and conditions.

a) The OEP must have main/branch office in that region.

b) The OEP must have recruited/sent at least 10 persons abroad for overseas employment through his license from that particular region.

c) The selected OEP will send at least 50% of manpower from that particular region under TITP to Japan.

4. The interested Overseas Employment Promoters (OEPs) are requested to send their applications along with the requisite information on their letterhead (duly typed on given proforma at Annex-"A") to Bureau HQs for consideration of application to be nominated as sending organization for Japan under MoC on TITP as per criteria (Annex-"B") latest by September 19, 2023. The applications which have been received in Bureau previously at different times in the instant matter will also be considered for selecting the OEPs as sending organization for Japan in view of above-mentioned points and criteria for Japan.

5. This issues with the approval of Director General, BE&OE.

Encl: As Above

(Farrukh Jamal) / 19/2023  
Director (Research)

**Distribution:**

- i. Protector of Emigrants Lahore, Karachi, Multan, Rawalpindi, Peshawar, Quetta, Malakand, Sialkot & DG Khan with the request to circulate it among the OEPs working under their jurisdiction with the advice to apply if interested and found eligible in view of above-mentioned points.
- ii. The Chairman POEPA, Office #7 2nd Floor Plaza 2000, I-8 Markaz Islamabad with the request to circulate it among the OEPs with the advice to apply within the above-mentioned deadline so that their application may be perused in view of above-mentioned points and criteria for Japan for selecting sending organization under MoC on TITP Japan.
- iii. SPS to Secretary, Ministry of OP&HRD, Islamabad for information, please.
- iv. Section Officer (Emig-III), Ministry of OP&HRD, Islamabad with reference to the minutes of the 6<sup>th</sup> and 7<sup>th</sup> meeting of Manpower Export Coordination Committee held on 04.04.2023 and 19.06.2023 respectively, please.
- v. The Assistant Director (Research), Directorate of Research, BE&OE with the request to upload the approved criteria on the subject matter on Bureau's website for the information of OEPs and general public, please.

**APPLICATION PROFORMA FOR SELECTING A OEP AS SENDING ORGANIZATION UNDER TITP FOR JAPAN**

Sr. No.	Description of Criteria Points	In Figure
1	No. of persons registered during the last 04 years (2019 – 2022)	
2	No. of persons registered for the countries other than KSA during the last 04 years (2019 – 2022)	
3	No. of countries for which emigrants have been registered through the OEP including KSA	
4	<p><b><u>Knowledge on Japan</u></b></p> <ul style="list-style-type: none"> <li>i. Education/Stay/visits/work experience/ business presence in Japan</li> <li>ii. No. of permissions granted for Japan sector</li> <li>iii. Japanese language centre facility in the name of OEP</li> <li>iv. Japanese language proficiency</li> <li>v. Proof of appointment of representative(s) in Japan by the OEP</li> <li>vi. No. of OEP employees or representatives in Japan having proficiency of Japanese language (maximum marks 05)</li> <li>vii. Proof of engagement with Japanese employers / Japanese supervising companies etc in connection of employment opportunities for Pakistani workers in Japan.</li> </ul>	Please provide information with evidences

**REVISED CRITERIA TO NOMINATE OVERSEAS EMPLOYMENT PROMOTERS (OEPs) AS SENDING ORGANISATIONS FOR JAPAN UNDER MoC ON TITP**

**1. BACKGROUND**

1.1 The Memorandum of Cooperation (MoC) on the Technical Intern Training Program (TITP) was signed on 26<sup>th</sup> February, 2019 between Pakistan and Japan. The Ministry of Federal Education and Professional Training (FE&PT) has been assigned the lead role from Pakistan side however, the Ministry of Justice, Japan is the focal ministry from Japanese side in the above mentioned MoC. The overarching goal of the MoC is to send intern trainees (workers) to Japan so that they can learn technical skills and experience while working with their respective Japanese employers. Under the MoC on TITP, only the approved sending organizations can dispatch workers to Japan for the initial period of 01 year which is extendable for 02 more years.

1.2 Thus far, only 18 OEPs have been approved as sending organizations for Japan by the Ministry of FE&PT on the recommendations of the Bureau of Emigration and Overseas Employment (BE&OE) and the Ministry of Overseas Pakistani & Human Resource Development. At present, 20 sending organizations have been approved by the Ministry of FE&PT for Japan on TITP comprising upon 18 OEPs from private sector and 02 public sector organizations namely Overseas Employment Corporation (OEC) and National University of Technology (NUTECH).

1.3 In order to enhance the number of approved sending organizations for Japan on TITP, the BE&OE published a criterion to nominate OEPs as sending organizations for Japan under MoC on TITP on 11.07.2023 whereby the interested OEPs were invited to send their applications as per prescribed manner latest by 25.07.2023. A total 101 OEPs applied under the criteria dated 11.07.2023 however, only 02 OEPs (both from the jurisdiction of PE Rawalpindi) qualified the eligibility criteria/met the point-based selection method, therefore it was felt necessary to review the criteria to enhance the number of potential sending organizations from Pakistan to make them entitled to explore Japanese Labour Market for providing job opportunities to the potential workforce under TITP in Japan. The committee comprising on the following officers of BE&OE reviewed the criteria dated 11.07.2023 and proposed some revisions in the criteria;

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|------|------------------------------|------------------------------------|
| i.   | Mr. Muhammad Jabbar Chaudhry | Additional Director General, BE&OE |
| ii.  | Mr. Farrukh Jamal            | Director (Coord/Research, BE&OE)   |
| iii. | Mr. Adil Nawaz               | Director (Operations, BE&OE)       |

1.4 The following measures were undertaken by the Committee while reviewing the criteria and proposing the additional criterion to facilitate the OEPs for Japan Sector under TITP;

- i. The Committee reviewed the criteria dated 11.07.2023 and it was felt that the overall criteria is well-structured, comprehensive as it suggests regulatory mechanism for the approved sending organizations. However, its clause 3.2 (Point-Based Selection Method) needs to be revised/relaxed so that number of sending organizations may be enhanced in the interest of promotion of manpower export to Japan.
- ii. The Committee reviewed the Point-Based Selection Method of the previous criteria in the light of the suggestions/proposals received from the POEPA and in the light of deliberation undertaken during the meeting between the POEPA and BE&OE/Committee on 10.08.2023.
- iii. The Committee is of the view that it is necessary to revise/relax the selection method for the OEPs while ensuring the transparency in the selection process.

## 2. CRITERIA

2.1 The Committee after careful consideration of the previous criteria dated 11.07.2023, feedback/suggestions received from the POEPA in the meeting held between the BE&OE and POEPA in BE&OE HQ, Islamabad on 10.08.2023 and to meet the future requirements in respect of sending maximum number of workers to Japan under MoC on TITP proposes that sending organizations may be nominated for Japan on the basis of following grounds;

- i. Any valid OEP license holder should be considered for the nomination of sending organizations for Japan on TITP who has sent at least 50 workers abroad for overseas employment through his/her agency during the last 03 years.
- ii. Only those OEPs should be encouraged/allowed to participate in the selection process who have demonstrated track record of overseas employment recruitment.
- iii. The OEPs who have been solely engaged in visa processing business should strictly be discouraged to participate in the process.
- iv. New OEPs should also be encouraged to participate in the selection process who have potential to explore Japanese Labour Market to provide job opportunities to Pakistani workers under TITP.
- v. The financially sound/viable OEPs should be encouraged and given preference in the selection process on the basis of demonstration of financial soundness in the shape of substantiate financial statement, stability to ensure his/her financial strength to afford the administrative, operational and training cost in the country and expenditure to be incurred for establishing his/her set up/office in Japan.
- vi. The OEPs who have established Japanese Language Training Facilities (owned by the OEP) should be given preference.
- vii. The OEPs who have established their Liaison Office in Japan or the OEPs who have appointed their representative(s) in Japan (with evidences duly attested by CWA, Embassy of Pakistan Tokyo, Japan) should also be given preference.
- viii. The OEPs against whom 03 or more complaints are in process for more than 03 months will not be considered.

2.2 The applications received from the OEPs will be evaluated initially in light of above-mentioned points and only those applications who will found eligible and suitable in view of above criteria / points will be further evaluated on the basis of following selection points to mark their suitability and for the purpose of issuance of merit list on the basis of marks secured.

Sr. No.	Description of Criteria Points	Maximum Marks
1	No. of persons registered during the last 04 years (2019 – 2022) (01 mark will be earned per 50 workers registered through OEP for overseas employment)	25 marks
2	No. of persons registered for the countries other than KSA during the last 04 years (2019 – 2022) (01 mark will be earned per 25 workers registered through OEP for overseas employment)	20 marks
3	No. of countries for which emigrants have been registered through the OEP including KSA (02 mark will be earned for each GCC Country 04 marks will be earned in case of each country outside GCC)	20 marks

4	<p><b><u>Knowledge on Japan</u></b></p> <ul style="list-style-type: none"> <li>i. Education/Stay/visits/work experience/ business presence in Japan</li> <li>ii. No. of permissions granted for Japan sector</li> <li>iii. Japanese language centre facility in the name of OEP</li> <li>iv. Japanese language proficiency</li> <li>v. Proof of appointment of representative(s) in Japan by the OEP</li> <li>vi. No. of OEP employees or representatives in Japan having proficiency of Japanese language (maximum marks 05)</li> <li>vii. Proof of engagement with Japanese employers / Japanese supervising companies etc in connection of employment opportunities for Pakistani workers in Japan.</li> </ul>	35 marks (5 mark for each point)
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2.3 Any OEP securing 50% marks on point 4 of criteria i.e. "Knowledge on Japan" will be considered for nomination as sending organization for Japan.

2.4 The minimum qualifying score will be 33% except those OEPs who were already considered under point 4 of the criteria.

2.5 12% quota for female OEPs will be maintained. Two OEPs have already been selected in Phase I. No female OEP was selected in Phase II. Five female OEPs will be nominated in 3rd and 4th Phase as per merit list. The passing marks of 33% will not apply.

2.6 At least One OEP each from GB, AJK and Baluchistan will be nominated as sending organization on the following terms and conditions.

- i. The OEP must have main/branch office in that region.
- ii. The OEP must have recruited/sent at least 10 persons abroad for overseas employment through his licence from that particular region.
- iii. The selected OEP will send at least 50% of manpower from that particular region under TITP to Japan.

2.7 Note: The decimal number will also be given weightage in the calculation of overall assessment/marks.

2.8 The minimum qualifying score is 33 % of total marks.

### 3. SOPS FOR SELECTING OEPs AS THE SENDING ORGANISATION

3.1 The committee recommends the following procedure for selecting an OEP as sending organization for Japan on TITP by the Bureau.

- i. The Directorate of Research shall make scrutiny of the performance of each applicant (OEP) through BE&OE-MIS and shall share the same with the Directorate of IT and the Directorate of Operation for verification of scrutiny including actions

- taken under section 12(3) of Emigration Ordinance, 1979 against the applicant (OEP).
- ii. Upon receipt, the Directorate of Research shall submit the name(s) of OEPs to the Director General, BE&OE for approval and recommendations to the Ministry of OP&HRD for onward submission to the Ministry of FE&PT, Government of Pakistan.
  - iii. The Ministry of FE&PT will approve the recommended names of sending organization of Japan under MoC on TITP and forward the same to the Ministry of Justice, Japan through the Ministry of Foreign Affairs/Embassy of Pakistan, Tokyo, Japan for approval of Japanese authorities and enlistment of same with OTIT Japan.
  - iv. The list of recommended names of OEPs for Japan shall be uploaded/posted on the official website of the BE&OE with the marks obtained by each OEP as per above criteria to ensure transparency.

#### 4. MONITORING & REVIEW OF CRITERIA AND PERFORMANCE OF APPROVED SENDING ORGANIZATIONS ON TITP

4.1 The Committee recommends that the activities and performance of the sending organizations should be monitored and reviewed on the basis of pre- defined targets which are required to be achieved by the approved sending organization abiding a defined timeline and responsibilities as mentioned in the MoC on TITP.

4.2 Further, the Committee recommends that periodic performance monitoring of the sending organisations should be designed by the BE&OE to assess the performance of each sending organization on the basis of targets assigned for a period of two years including establishment of Japanese language facilities, job demands obtained, number of internees sent, etc. The Committee strongly recommends that the list of approved sending organisations for Japan on TITP shall be reviewed after every two years. However, the following aspects shall be mandatory for re-admission as sending organisation on TITP;

- i. Sending of a minimum of 10 internees annually
- ii. No serious complaint of Japan-related internees
- iii. No serious reporting of absconding of internees sent by the OEP
- iv. Rejection of more than 5 % internees by Japanese government/supervising organisation for not being suitable.

#### 5. FOLLOW-UP ACTIONS

The Committee recommends that the following actions may be taken for improving the performance of the approved sending organisations.

#### 6. CAPACITY BUILDING OF SENDING ORGANISATIONS

The OEPs selected as sending organisations shall be trained on every aspect of the TITP for building their capacity to capture a due share from the Japanese labour market by the Directorate of Research, BE&OE by devising training modules in consultation with the CWA, Embassy of Pakistan Tokyo, Japan.



7. EXPANSION OF JAPANESE LANGUAGE COURSES FACILITIES

The BE&OE will encourage the efforts and contributions in respect of providing Japanese language courses to the workforce intends to join overseas employment in Japan. The such efforts by the stakeholders shall be regularly monitored and information thereof shall be disseminated to the intending emigrants through BE&OE website.

8. COLLECTIVE STRATEGY AT NATIONAL LEVEL

A collective strategy for Japan sector shall be developed in consultation with all stakeholders with defined timelines and targets with a whole-of-the-government approach.

9. COORDINATION WITH SENDING AND SUPERVISING ORGANISATION

The regular efforts shall be carried out for better coordination between the approved sending organizations of Pakistan and the Japanese Supervising Organisations and Implementing Organizations in Japan with collaboration of the Embassy of Pakistan Tokyo Japan and OTIT, Japan.

10. TRADE-WISE REQUIREMENTS OF EMPLOYERS

The trade-wise requirements of the Japanese Supervising Organisations for internees including trade-wise Japanese language proficiency requirements, professional skills, health standards, equipment/machinery used etc. shall be regularly shared with the approved sending organisations by the BE&OE.