

Waiver for Exclusion Ground

1. What is a Waiver of Exclusion Grounds?

Under Section 29(a) (12) of the Commonwealth Act No. 613 or the Philippine Immigration Act of 1940, children below fifteen (15) years of age who are unaccompanied by or not coming to a parent, are classified as excludable. In order for them to be admitted into the Philippines, they must secure a Waiver of Exclusion Ground (WEG) from the Bureau of Immigration, upon proper coordination with the Department of Foreign Affairs (DFA). They may be allowed admission upon the approval of the Commissioner of the Bureau of Immigration (BI).

2. What are the requirements for WEG application?

For a complete list of documentary requirements for the said application, [click here](#).

3. How do we avoid exclusion before arriving in the Philippines?

To avoid exclusion before arrival at Philippine ports:

1. The minor's guardian or legal representative shall, at least 72 hours before arrival, notify the Commissioner of Immigration in writing of intent to travel to the Philippines.
2. The letter of intent shall include a request for the minor's waiver of exclusion and the relinquishment of exclusion fees. Copies of the minor's valid passport, visa (if required), return ticket and invitation from a parent or sponsoring entity shall also be attached.
3. Finding merit in the request, the Commissioner of Immigration shall issue an Order that waives the minor's exclusion. The order may also waive the exclusion fees; otherwise, a waiver fee of P3120 shall be imposed. The minor's guardian or legal representative shall be given copies of this order.
4. The Commissioner of Immigration shall send a copy of the Order to the Immigration Duty Supervisor (IDS) at the port of entry. This Order shall waive the minor's exclusion and, if allowed, also the fees' waiver.

4. Can we avoid exclusion of minors who, without prior notice to the BI Commissioner, arrive at the Philippine ports?

Yes.

1. The minor's guardian or legal representative presents copies of the minor's passport and attaches these to filled-out Waiver of Exclusion (WE) forms obtained from IDS.
2. After determining that the filled-out WE forms are in order, the IDS shall note "Approved for Payment" and direct the minor's guardian or legal representative to pay a P3120 waiver fee for each unaccompanied minor. Payment shall be made to an authorized cashier at the port of entry. The cashier shall retain a copy of the WE forms.
3. After payment, the minor's guardian or legal representative shall present WE forms' official receipt of the payments to the IDS. (The IDS shall note the serial number of official receipt and the total receipt's serial number below the admission stamp and cancelling the receipts.
4. The IDS shall then direct an Immigration Officer (IO) to admit the minor, after noting the official receipt's serial number below the admission stamp and cancelling the receipts.

The IO detaches the copy of the WE forms and retains a copy of the minor's passport, for the Bureau of Immigration's database.



GENERAL INSTRUCTIONS

To avoid denial/delay in the processing of your application,
please be advised of the following:

1. All documents required for submission must be complied with, arranged in the order as listed in the Checklist of Documentary Requirements (CDR), compiled in a legal size (8½ x 14 in.) folder and shall be submitted within the prescribed period, if applicable. Otherwise, your application shall not be accepted.
2. All sworn statements or affidavits must be original and duly notarized.
3. All civil registry documents issued in the Philippines (i.e. Birth Certificate, Marriage Certificate, Death Certificate, etc.) must be original and issued by the National Statistics Office (NSO) of the Philippines.
4. All foreign documents must be original and authenticated by the Philippine Foreign Service Post (FSP), which has jurisdiction over the place of issuance, or by the Department of Foreign Affairs (DFA) if said document is issued by the local Embassy in the Philippines with English translation if written in other foreign language.
5. If the application is filed by an authorized representative, attach a photocopy of the Bureau of Immigration (BI) Accreditation Identification (ID) Certificate or an original Special Power of Attorney (SPA) for **EACH** applicant with a photocopy of a valid government-issued ID of attorney-in-fact.
6. The original valid passport of the applicant must be submitted to the Central Receiving Unit (CRU) personnel or concerned frontline officer for scanning. Thereafter, it shall be returned.
7. It is recommended that you seek legal advice from lawyers and/or BI-accredited entities.

**CHECKLIST OF DOCUMENTARY REQUIREMENTS FOR
WAIVER OF EXCLUSION GROUND (WEG)**

*Please read carefully the above-stated General Instructions
before proceeding with the completion of the documentary requirements.*

- ☐ 1. Letter request addressed to the Commissioner from the parent or the legal guardian;
- ☐ 2. Affidavit of Consent of either of the parents of the subject minor (below 15 years of age);
- ☐ 3. Photocopy of subject minor's passport bio-page;
- ☐ 4. Photocopy of the parent/s' or legal guardian's passport bio-page; and
- ☐ 5. Photocopy of the official receipt of payment for the WEG fee.

[To be filled out by Authorized BI Personnel Only]

CERTIFICATION

This is to certify that the documents submitted in support of the application of _____
(Name of Applicant)

_____ are complete and in accordance with the provided checklist.

Central Receiving Unit Evaluator:

Signature over Printed Name

Date

Note: Submission of additional supporting documents may be required by the Bureau for further verification and evaluation of application.

Website: www.immigration.gov.ph
E-mail: xinfo@immigration.gov.ph
Facebook: [officialbureauofimmigration](https://www.facebook.com/officialbureauofimmigration)
Twitter: [immigrationPH](https://twitter.com/immigrationPH)

**APPLICATION FOR WAIVER OF EXCLUSION GROUND (W.E.G.)
FOR-UNACCOMPANIED MINORS**

(PURSUANT TO BI MEMORANDUM ORDER DATED TO JANUARY 2000)

The HONORABLE COMMISSIONER
Bureau of Immigration

Attn: THE HEAD SUPERVISOR, BI-NAIA
Ninoy Aquino International Airport
Pasay City, Metro Manila

SIR:

I have the honor to apply for WAIVER OF EXCLUSION GROUND in favor of:

Name of Minor: _____ Gender: _____

Nationality: _____ Date/Place of Birth: _____

Passport No.: _____ Date/Place of Issue: _____

Date of Arrival: _____ Flight No.: _____ From: _____

That above minor will reside with _____

at _____ during his/her stay in the Philippines.

Attached herewith are:

- ☐ Original copy of Affidavit of Parental
Consent (Duly Notarized)
☐ Photocopy of Return Ticket

- ☐ Photocopy of passport of accompanying adult
(Data page)
☐ Photocopy of minor's passport (Data page)

Hoping for your kind consideration.

Very Truly Yours,

CONFORME:

Signature over printed Name

Signature over printed Name

----- DO NOT WRITE BELOW THIS LINE (for Immigration use only) -----

Recommendation:

- ☐ Approval
☐ Disapproval

Remarks: _____

Immigration Supervisor on Duty

- ☐ Approved
☐ Subject to payment of Immigration Fees

- ☐ Disapproved

Remarks: _____

By Authority of the COMMISSIONER:

DANILO C. ALMEDA
Head Supervisor

W.E.G File No.: _____

Official Receipt No.: _____

Date of Issue: _____

**AFFIDAVIT OF PARENTAL CONSENT
FOR WAIVER OF EXCLUSION GROUND**

I/We, _____,
citizen(s) of _____ of legal age and
presently in _____
_____ after having been sworn to in
accordance with law, hereby depose and state that:

1. I/We am/are the father/mother of the following child(ren):

- _____ born on _____ in _____
- _____ born on _____ in _____
- _____ born on _____ in _____

2. I/We am//are giving my/our consent for the said child(ren) to travel abroad
accompanied by _____
(name of accompanying adult)

3. I/We am/are paying for the expenses of my/our child(ren)'s accommodation,
sustenance and support during this travel.

4. I/We am/are guarantee that my/our child(ren) will not violate any law of the
Philippines.

5. I/We am/are executing this affidavit in connection with my child(ren)'s
application for a Waiver of Exclusion to enter the Philippines.

IN WITNESS WHEREOF, I/We have hereunto signed my/our name below this
day of _____ at the _____.

Affiant (Father)
Full name and signature

Affiant (Mother)
Full name and signature

SUBSCRIBED AND SWORN to before me this ____ day of _____ in
_____, Australia, affiant(s) exhibiting to me his/her/their passport number(s)
_____ issued in _____ on _____.

Doc. No. _____
Page No. _____
Series of _____
Service No. _____
O.R. No. _____
Fee Paid AUD45

Consul/Consul General