

Republic of the Philippines
HOUSE OF REPRESENTATIVES
Quezon City
TWENTIETH CONGRESS
First Regular Session
House Bill No. 1742



Introduced by Representative

BRIAN DANIEL POE LLAMANZARES, PhD, MNSA

**AN ACT ESTABLISHING A ONE-STOP SHOP FACILITY FOR GOVERNMENT
EMPLOYMENT REQUIREMENTS OF NEW GRADUATES, PROVIDING FREE
PROCESSING FOR INDIGENT APPLICANTS, AND FOR OTHER PURPOSES**

EXPLANATORY NOTE

Each year, thousands of new college graduates step into the labor force with high hopes of beginning meaningful careers. However, many are immediately confronted with bureaucratic hurdles as they attempt to secure essential government documents required for employment—such as a tax identification number (TIN), NBI and police clearances, PhilHealth and PAG-IBIG membership, Social Security number, and documents from the Philippine Statistics Authority (PSA).

These requirements, though necessary, impose a significant burden on first-time job seekers. Many young graduates, especially those from low-income backgrounds, must travel to various offices, queue for long hours, and shoulder financial costs—sometimes at the expense of pursuing job interviews or opportunities.

To ease this transition from education to employment, this measure seeks to establish a One-Stop Shop—a centralized facility in key cities and university hubs where new graduates can obtain all their government employment documents in one location. It also mandates the creation of a digital one-stop shop portal to further streamline the process and ensure broader accessibility.

Importantly, the bill provides for free processing of government documents for indigent graduates, recognizing the State's duty to remove economic barriers that limit access to employment.

This proposal is aligned with the government's commitment to reduce youth unemployment, eliminate job mismatch, and promote inclusive growth. Based on the 2015 data of the Philippine Statistics Authority, youth aged 15 to 34 account for around 80% of the total unemployed population. Many are unable to gain employment not because of lack of skill, but because of delayed compliance with basic hiring requirements.

By simplifying the documentation process and offering public employment support services, this legislation aims to empower young Filipinos, reduce unemployment, and foster a smoother school-to-work transition.

The passage of the bill is earnestly sought.


HON. BRIAN DANIEL POE LLAMANZARES, PhD, MNSA
Representative
FPJ Panday Bayanihan Party-List

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Be it enacted by the Senate and House of Representatives of the Philippines in Congress assembled:

SECTION 1. Short Title. – This Act shall be known as the “One-Stop Employment Document Processing for New Graduates Act.”

SECTION 2. Declaration of Policy. – It is hereby declared the policy of the State to promote the right to decent work and ensure accessible public services for all Filipinos, particularly youth entering the labor force. The State shall eliminate undue administrative and financial burdens on new graduates by streamlining the processing of mandatory government employment requirements and institutionalizing support mechanisms for those in need.

SECTION 3. Establishment of the One-Stop Employment Processing Centers (OSEPC). – The Department of Labor and Employment (DOLE), in coordination with the Department of Information and Communications Technology (DICT), Civil Service Commission (CSC), Bureau of Internal Revenue (BIR), National Bureau of Investigation (NBI), Philippine National Police (PNP), Social Security System (SSS), Philippine Health Insurance Corporation (PhilHealth), Home Development Mutual Fund (PAG-IBIG), Philippine Statistics Authority

(PSA), and other relevant agencies, shall establish One-Stop Employment Processing Centers (OSEPCs) in major cities, state universities and colleges, and provincial capitals.

Each OSEPC shall provide integrated and expedited processing and issuance of the following documents and services:

- A. Taxpayer Identification Number (TIN)
- B. NBI Clearance
- C. Police Clearance
- D. SSS Number and Membership
- E. PhilHealth Membership
- F. PAG-IBIG Membership
- G. Civil registry documents from the PSA (e.g., birth certificate, marriage certificate, Certificate of No Marriage)
- H. Barangay and/or community certificates as may be required

SECTION 4. Online Platform Integration. – The DICT shall develop and maintain a secure, centralized online platform to complement the physical one-stop centers. The system shall allow for online application, payment (if applicable), appointment scheduling, real-time document tracking, and issuance of digital copies when permissible.

SECTION 5. Free Document Processing for Indigent Graduates.

OSEPCs shall provide free processing and issuance of employment-related documents to qualified indigent graduates, defined as:

- A. Individuals who have graduated from a higher education institution or technical-vocational school within the past two (2) years; and
- B. Are certified as indigent by the Department of Social Welfare and Development (DSWD) or their respective barangay.

DOLE, in coordination with DSWD, CHED, and local government units (LGUs), shall issue guidelines on the verification and certification process.

SECTION 6. Assistance and Orientation Services.

OSEPCs shall provide the following support services:

- A. Employment orientation sessions
- B. Labor rights and benefits awareness programs
- C. Pre-employment requirements checklist
- D. Guidance on internship, apprenticeship, and government internship program (GIP) opportunities

E. Information on civil service eligibility and examination schedules

SECTION 7. Strengthening Internship and Job Matching Programs. – To address job mismatch and improve employability, DOLE shall coordinate with the Department of Trade and Industry (DTI), Commission on Higher Education (CHED), Technical Education and Skills Development Authority (TESDA), and the private sector to:

- A. Expand industry-aligned internship programs in both public and private sectors;
- B. Promote certification programs and upskilling opportunities based on labor market demand;
- C. Ensure that internship experiences contribute to job readiness and future employability.

SECTION 8. Appropriations. – The amount necessary for the initial implementation of this Act shall be sourced from the current appropriations of DOLE and concerned agencies. Thereafter, the required funding shall be included in the annual General Appropriations Act (GAA).

SECTION 9. Implementing Rules and Regulations. – Within ninety (90) days from the effectivity of this Act, the DOLE, in consultation with DICT, DSWD, CSC, CHED, and all relevant agencies, shall promulgate the necessary implementing rules and regulations to carry out the provisions of this Act.

SECTION 10. Separability Clause. – If any provision of this Act is declared unconstitutional or invalid, the remaining provisions not affected shall remain in full force and effect.

SECTION 11. Repealing Clause. – All laws, presidential decrees, executive orders, administrative orders, rules and regulations inconsistent with this Act are hereby repealed or amended accordingly.

SECTION 12. Effectivity. – This Act shall take effect fifteen (15) days after its complete publication in the *Official Gazette* or in a newspaper of general circulation.

Approved,



HON. BRIAN DANIEL POE LLAMANZARES, PhD, MNSA

Representative

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