

# Triple Win

Bewerberinformation

deutsch/englisch



**Bundesagentur für Arbeit**

Zentrale Auslands-  
und Fachvermittlung (ZAV)

## Placement of qualified nurses from the Philippines in Germany

**Information for applicants for the Triple Win project of the German Federal Employment Agency (BA) and the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH in cooperation with the Philippine Overseas Employment Administration (POEA)**

**Triple Win – Through labour migration, everyone wins: you as a professional, your country of origin and Germany. It's a 'win-win-win situation'!**

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### **1. Project basis**

The project is implemented on the basis of an agreement between the German Federal Employment Agency (BA) and the Philippine Overseas Employment Administration (POEA) on the procedure, the selection and the placement of nursing professionals (Section 18 of the Residence Act in conjunction with Article 6 (2) sentence 1 no. 1 of the Employment Ordinance). There is no legal entitlement to participation in the project.

## 2. What does the Triple Win project offer?

- Work placement in Germany according to local conditions
- Preparatory support with acquiring German language and nursing skills
- Support with the emigration process and integration in Germany

Depending on the candidates' German skills, the period between the selection interviews and their departure for Germany will be around six to eight months.

## 3. What does 'Triple Win' mean?

- **Triple Win takes the situation in the countries of origin into account.**

We follow the Code of Conduct of the World Health Organization (WHO) and do not recruit nurses from countries in which there is a shortage of nursing professionals. Moreover, the countries of origin obtain know-how transfer in the long term.

- **Triple Win takes the employers' interests into account.**

The individual language and professional preparation of the nurses, and their integration into German society benefits employers, because they are provided with well-prepared and qualified employees.

- **Triple Win takes the nurses' personal situation into account.**

Immigration can be successful when candidates are integrated not only into the labour market, but also into the society as such. The nursing experts enhance their skills and career prospects.

- In the end, everyone involved benefits: the nurses, the country of origin and the employers – a **'win-win-win situation'**.

## 4. Who is responsible?

On the German side, the International Placement Services (ZAV) of the Federal Employment Agency (BA) is responsible for selection and placement, while in the Philippines, it is the Philippine Overseas Employment Administration (POEA). In a cooperation arrangement with BA, the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH provides support for the Philippine partner administration, as well as for the nurses' professional and language skills preparations, and it assists their integration in Germany. As a special office of the BA, ZAV also processes the necessary labour permits.

## 5. Who is eligible to participate?

Application is open to nurses:

- who are citizens of the Republic of the Philippines
- whose primary place of residence is the Republic of the Philippines
- who can provide certificates of their completed nurse's training (four years of professional education; Bachelor of Science in Nursing (B.S.N.))

Proof of applicants' professional qualifications is required. Members of other professional groups, such as nursing assistants, midwives or physiotherapists, are not eligible.

- who have an Active Philippine Nursing License
- who have a minimum of two years of professional experience as a nurse in hospitals, rehabilitation centres and care institutions.
- who preferably have prior knowledge of the German language (technical vocabulary and everyday language – ideally Level B1 of the European Framework of Reference for Languages).

The prerequisite for working in Germany is Level B1 of the Europe Framework of Reference for Languages. Depending on prior knowledge the project finances relevant courses to achieve this language level.

## 6. Do I have to pay a fee to participate in the project?

The placement, preparation and integration assistance are free of charge of charge from



project side for the applicants. However, applicants have to pay processing fees to the POEA, which are currently amount to around USD 155. [\[1\]](#)

[\[1\]](#) Processing fees consist of: POEA Processing Fee (USD100), Overseas Workers Welfare Administration Contribution (USD25), PhilHealth Contribution (Php1,200) and Home Development Mutual Fund Contribution (Php100).

In addition, applicants are required to undergo a medical examination with a Philippine DOH-accredited medical clinic of their choice and will bear the associated costs themselves.

Employers pay BA a placement fee currently amounting to EUR 250 (Article 44 of the German Social Code, Book III). They also pay a remuneration of EUR 3,450, including 19% VAT, for the services provided by GIZ (support for the partner agency with the application and selection process, various preparation and assistance measures). These expenses are payable pursuant to the signing of the employment contract. Access to the German labour market is predicated upon the employment contract meeting the necessary requirements, and the employer must also have paid the placement fee to ZAV as well as the remuneration to GIZ in accordance with the contract. The procurement of the applicant's ticket to Germany is borne by the employer and there is the possibility that GIZ coordinates the process. Furthermore, employers pay USD 50 per applicant into a so-called Foreign Employer Guarantee Fund of the POEA.

### 7. How and where can I apply?

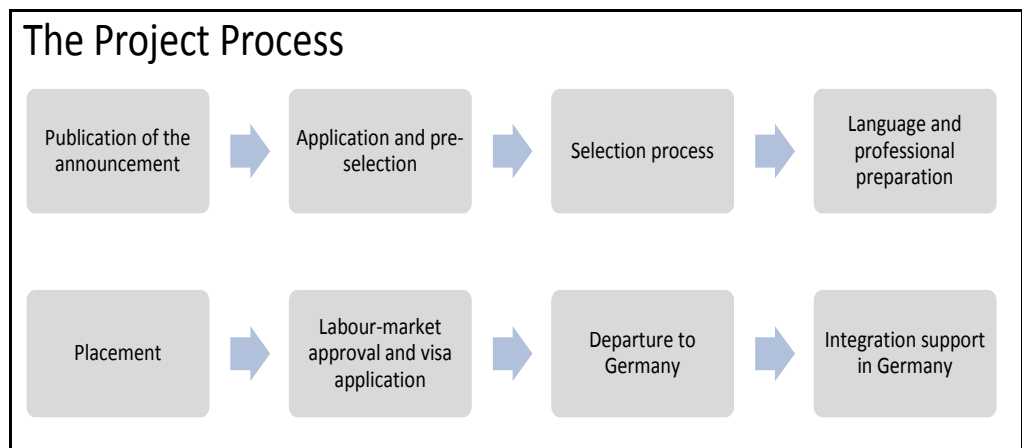
The Triple Win Project conducts as many as four application and selection rounds each year. The Philippine Overseas Employment Administration (POEA) publishes the dates of the selection rounds in an advertisement. Interested nurses submit applications to the POEA.

Application documents (listed below) must be sent under the following heading: "Triple Win" to the POEA: see 19. Contact

Please note that incomplete applications will not be considered.

### 8. Which documents do I need to include in my application?

- Cover letter and curriculum vitae, including a coloured passport photo, and written in English and German if possible containing information about training and professional skills and experience



- High School Diploma (notarized copy)
- Diploma of nursing (notarized copy)
- Board Certificate from the Professional Regulation Commission
- Certificate/s of employment from former employer/s (notarized copy)
- Certificate of German language skills (if available)
- Copy of valid NBI Clearance
- Copy of passport.

### **9. Does my diploma need to be recognised in Germany?**

In order to work as a nurse in Germany official authorisation is mandatory. This authorisation must be procured through the responsible department in Germany. Authorisation will be granted if the training that has been obtained outside Germany is recognised as equivalent. The equivalency is checked on the basis of defined formal criteria, such as the content and duration of the training. Where there are differences between the foreign credential and the German reference qualification, it is possible to take a so-called knowledge exam. This exam assesses whether the applicant's knowledge is equivalent to the knowledge required by vocational training in Germany. For this purpose, preparatory courses are offered in Germany. The examination is based on the content of the German state examination for the nursing profession. Once the applicant passes the examination, he or she is permitted to use the job title 'nurse' and to work as a nurse. Another option is to participate in a so-called adaptation period, i.e. an internship with a final examination. Further assistance in the recognition process will be provided by the employer.

Until formal state recognition is granted, the nurses are permitted to work as nurse assistants in Germany. In this capacity, they have the opportunity to acquire practical experience and reinforce their nursing skills under the supervision of their employer so that in the end they can pass the exam based on the contents covered during the adaptation period.



During the first year of their employment in Germany, the project participants commit to undertake a procedure for recognition of the equivalency of training certificates in nursing professions acquired in third countries. If they have not achieved the recognition after one year, their labour market permit will not be renewed. Permanent employment as a nurse assistant is not possible. As soon as recognition has been granted, the employer will arrange a professional position for the applicant, which matches their qualifications, and with remuneration according to the pay scale for fully qualified nurses.

### **10. How does the selection process work?**

The Philippine Overseas Employment Administration (POEA) reviews the applicant's formal prerequisites and organises the selection interviews in Manila and possibly other cities, with the support of GIZ. ZAV and POEA have agreed that all applicants must participate in a selection interview which will generally be conducted in German. Selection interviews with representatives of ZAV take place up to four times a year. The interviews generally last 30 minutes. The aim of the interview is to determine an applicant's personal, professional and language-related qualifications by means of personal selection in the Philippines. The selection procedure includes a language test. Interested German employers may take part in the selection procedures.

If the selection interview is successful, the applicants commit themselves to participation in the project; they commit to completing the procedure of their vocational certificate in Germany in case of successful placement. They then fill out an application form which serves together with the evidence of the qualifications as the basis for the placement process.

Applicants will also be required to undergo the medical examination with a Philippine DOH-accredited medical clinic of their choice.

### **11. What do the professional and German language preparations involve?**

During the selection procedure, a language proficiency test is conducted (at no cost to the participants). Project participants then receive a preparation plan for qualifying and preparing for their assignment in Germany (language course and nursing skills course).

#### Language course

Objective: Certificate of German skills (at least B1)

Participation in a language course including a nursing module, if the applicant's language skills do not at least meet the required B1 standard.

Duration: depends on prior knowledge

The project covers: cost of proficiency tests, part costs of language courses (depending on prior knowledge), fee for the final examination B1.

#### Nursing skills preparation

Objective of the course: to facilitate professional integration in German hospitals by conveying specific practical nursing skills.

- Nursing schedules (concept, procedure, construction, documentation), methodology (goal orientation),
- information on occupations (tasks, responsibility for implementation/application/nursing care laws as a basis),
- differences in the training systems (ratio: natural sciences – medicine – social sciences),
- career prospects (university degree in nursing science, departments, leadership positions, teaching positions, etc.),
- intercultural issues.

Duration: 4 days

The course concludes with a test.

#### Orientation training

Objective: to convey to nurses the approaches and knowledge they need (living and working in Germany) for their independent orientation in Germany.

- Background information on Germany: the country, people and culture;
- administrative requirements and processes;
- an overview of the emigration process;
- a 'timetable' for the first steps in Germany;
- presentation of an information kit with information about the specific region.

Duration: 1 day

Accommodation and meals for the preparatory period are covered by the project (in part or in full, depending on place of residence).

### **12. How are candidates placed with a German employer?**

The POEA sends the written applications of selected applicants to ZAV, together with their declarations of formal commitment to participate in the project, their declarations of consent to undertake the recognition procedure as a nurse in Germany, and their application forms. Certificates of participation in the nursing preparation courses, and of the level of proficiency in German (at least B1) are a prerequisite for placement. ZAV proposes applicants to employers with suitable job offers in Germany, and keeps the applicants informed via POEA about the status of their placement process. In some cases, employers might contact applicants by telephone, per Skype or video conference in or-



der to verify their suitability for a vacancy in their hospital. If an employer intends to employ the applicant, then once ZAV verifies receipt of the placement fee from the employer and GIZ verifies that it has received its remuneration, the applicant will receive the employment contract via ZAV/POEA, with the certificate of consent (see below).

### 13. What does the employment contract look like?

A standardised employment contract in German and English is used for the procedure. It includes, among other things:

- the remuneration and employment conditions, which must correspond to those of comparable employers in Germany
- a term of employment of at least one year as a nurse, or as a nurse assistant until the recognition examination has been successfully concluded
- the commitment of both the employee and the employer to pursue the recognition procedure for authorisation in order to use the designation of 'nurse'
- a confirmation by the employer that appropriate accommodation is available.



Applicants can expect to receive a monthly salary of at least EUR 1,900 (gross). Following formal recognition a monthly salary of no less than EURO 2.300 will be paid. German labour law applies. Nursing staff are subject to social security obligations and must be properly insured by the employer.

### 14. How do I apply for a visa and for a residence permit in Germany?

For entry and residence, employees from the Philippines require a residence title for specific purposes, which expressly permits the holder to be employed in the Federal Republic of Germany (visa/residence permit).

After receiving the consent certificate through the ZAV and the signed employment contract, candidates can apply for the visa to work in Germany with support of the POEA at the German Embassy in Manila. GIZ supports the process of issuing visas and emigrating to Germany.

All necessary information for the visa application can be found on the homepage of the German Embassy in Manila:

[http://www.manila.diplo.de/Vertretung/manila/en/05/1\\_20Visabestimmungen/Visa-procedure\\_and\\_forms.html](http://www.manila.diplo.de/Vertretung/manila/en/05/1_20Visabestimmungen/Visa-procedure_and_forms.html)

The then issued national visa entitles the holder to take up the employment indicated in the visa, immediately after entry.

It is imperative that the employee registers at the Registry Office (Einwohnermeldeamt) at his or her place of residence in Germany within one week of entering the country. The employee will also obtain his or her tax card (Lohnsteuerkarte) here. Prior to expiry of the visa, which is generally granted for three months, the holder must apply for a residence permit for the purpose of employment as a nurse. The local Foreigners' Registration Authority (Ausländerbehörde) is responsible for granting the residence title. The Foreigners' Registration Authority is also the point of contact for questions related to residence or for taking up employment. Generally, the ZAV's previously granted approval for a visa is valid for granting the residence permit. However the visa/residence title is tied to a specific employer. ZAV's approval of a residence title is initially limited to one year. The application for approval of a residence permit for continued employment may be granted only once the recognition procedure has been concluded with a positive outcome or has been initiated, and in addition, if the employer has arranged for remuneration based on the pay scale classification for a fully qualified nurse.



### 15. How long will my residence permit be valid?

Nurses are initially granted a residence permit for one year, which is tied to the labour work permit.

A two-year extension of the labour work permit is possible, provided the nurse can demonstrate that he or she is still employed with a contract that matches his or her qualifications, and that the German recognition of his or her nursing credentials is in place. After residing legally in Germany for five years, the nurse may apply for a permanent residence permit.

### 16. May I bring my family with me?

It is possible for the applicant's family to join him or her if certain conditions are met, including the provision of adequate income and accommodation. The decision is taken by the Foreigners' Registration Authority (Ausländerbehörde) at the applicant's place of residence in Germany, where further information is available. Generally, spouses or children joining the holder of a residence permit must apply for a proper visa from the competent German diplomatic mission prior to entry.

### 17. What kind of support will I receive for my integration in Germany?

GIZ provides integration advisors who support and accompany the applicants through the integration process, using a defined workshop format at some point during the first three months after their arrival. This format is tied to the employers, and enables employers and nurses to act together during the decisive initial integration phase.

### 18. What will happen to my social security contributions if I return to the Philippines?

Currently, there is no possibility to assert social security entitlements acquired in Germany, i.e. pension rights, upon returning to the Philippines. There are current negotiations between the Federal Republic of Germany and the Republic of the Philippines on a bilateral agreement. However, at the time present (June 2013), negotiations on this agreement are on-going.

Read at: <http://www.dfa.gov.ph/index.php/news-from-rp-embassies/7691-philippines-and-germany-commence-negotiations-on-social-security-agreement>

### 19. Contact

You can find the addresses of the branches of the Philippine Overseas Employment Administration on the POEA website: [www.poea.gov.ph](http://www.poea.gov.ph)



For further information, candidates can contact:

[triplewin.poea@yahoo.com](mailto:triplewin.poea@yahoo.com)

Complete applications are to be sent to:

#### Counter Triple Win

Government Placement Branch, Ground Floor,  
POEA, Blas F. Ople Building,  
Ortigas Ave. corner EDSA,  
Mandaluyong City

Advisory services of the Triple Win team in the Philippines:

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## Gemeinsamer Referenzrahmen für Sprachen

		A1	A2	B1	B2	C1	C2
U N D E R S T A N D I N G	Listening	I can understand familiar words and very basic phrases concerning myself, my family and immediate concrete surroundings when people speak slowly and clearly.	I can understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. very basic personal and family information, shopping, local area, employment). I can catch the main point in short, clear, simple messages and announcements.	I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.	I can understand extended speech and lectures and follow even complex lines of argument provided the topic is reasonably familiar. I can understand most TV news and current affairs programmes. I can understand the majority of films in standard dialect.	I can understand extended speech even when it is not clearly structured and when relationships are only implied and not signalled explicitly. I can understand television programmes and films without too much effort.	I have no difficulty in understanding any kind of spoken language, whether live or broadcast, even when delivered at fast native speed, provided I have some time to get familiar with the accent.
	Reading	I can understand familiar names, words and very simple sentences, for example on notices and posters or in catalogues.	I can read very short, simple texts. I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus and timetables and I can understand short simple personal letters.	I can understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters.	I can read articles and reports concerned with contemporary problems in which the writers adopt particular attitudes or viewpoints. I can understand contemporary literary prose.	I can understand long and complex factual and literary texts, appreciating distinctions of style. I can understand specialised articles and longer technical instructions, even when they do not relate to my field.	I can read articles and reports concerned with contemporary problems in which the writers adopt particular attitudes or viewpoints. I can understand contemporary literary prose.
S P E A K I N G	Spoken interaction	I can interact in a simple way provided the other person is prepared to repeat or rephrase things at a slower rate of speech and help me formulate what I'm trying to say. I can ask and answer simple questions in areas of immediate need or on very familiar topics.	I can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities. I can handle very short social exchanges, even though I can't usually understand enough to keep the conversation going myself.	I can deal with most situations likely to arise whilst travelling in an area where the language is spoken. I can enter unprepared into conversation on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).	I can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. I can take an active part in discussion in familiar contexts, accounting for and sustaining my views.	I can express myself fluently and spontaneously without much obvious searching for expressions. I can use language flexibly and effectively for social and professional purposes. I can formulate ideas and opinions with precision and relate my contribution skillfully to those of other speakers.	I can take part effortlessly in any conversation or discussion and have a good familiarity with idiomatic expressions and colloquialisms. I can express myself fluently and convey finer shades of meaning precisely. If I do have a problem I can backtrack and restructure around the difficulty so smoothly that other people are hardly aware of it.
	Spoken production	I can use simple phrases and sentences to describe where I live and people I know.	I can use a series of phrases and sentences to describe in simple terms my family and other people, living conditions, my educational background and my present or most recent job.	I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions. I can briefly give reasons and explanations for opinions and plans. I can narrate a story or relate the plot of a book or film and describe my reactions.	I can present clear, detailed descriptions on a wide range of subjects related to my field of interest. I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.	I can present clear, detailed descriptions of complex subjects integrating sub-themes, developing particular points and rounding off with an appropriate conclusion.	I can present a clear, smoothly-flowing description or argument in a style appropriate to the context and with an effective logical structure which helps the recipient to notice and remember significant points.
W R I T I N G	Writing	I can write a short, simple postcard, for example sending holiday greetings. I can fill in forms with personal details, for example entering my name, nationality and address on a hotel registration form.	I can write short, simple notes and messages. I can write a very simple personal letter, for example thanking someone for something.	I can write simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.	I can write clear, detailed text on a wide range of subjects related to my interests. I can write an essay or report, passing on information or giving reasons in support of or against a particular point of view. I can write letters highlighting the personal significance of events and experiences.	I can express myself in clear, well-structured text, expressing points of view at some length. I can write about complex subjects in a letter, an essay or a report, underlining what I consider to be the salient issues. I can select a style appropriate to the reader in mind.	I can write clear, smoothly-flowing text in an appropriate style. I can write complex letters, reports or articles which present a case with an effective logical structure which helps the recipient to notice and remember significant points. I can write summaries and reviews of professional or literary works.