

EA Alert Dated: 5 February 2020

EA Alert: FOR YOUR IMMEDIATE ATTENTION: Requirements For Employers With New And/Or Returning Work Pass Holders From Mainland China

Dear Key Appointment Holders,

The Ministry of Manpower (MOM) announced, on 31 January 2020, precautionary measures that all foreign employees from mainland China, or those who with a travel history to mainland China within the last 14 days, have to observe. This is to help Singapore minimize the risk of community spread of the 2019 novel coronavirus (2019-nCoV). MOM's press release can be found [here](#).

2. This email provides further information for you to provide advice to your clients who may be employers of mainland China employees or employers who are intending to look for mainland China employees.

**(I) Employers with work passes approved in-principle (i.e. with IPAs) but yet to be issued, for employees with PRC-issued passports<sup>[1]</sup>**

3. For employers with IPAs approved recently but have yet to issue the work passes, their employees will still be allowed to enter Singapore. However, they are required to take a 14-day Leave of Absence (LOA) upon arrival in Singapore. **Persons on LOA should refrain from leaving their residences and avoid social contact.**

4. Employers or Employment Agents acting on behalf of the hiring company **will not be allowed** to proceed with the issuance of work passes for these employees during their LOA. After the LOA, the usual procedures for issuance of work pass i.e. send workers for medical examination, fingerprinting, attend the Settling-In Programme and safety courses, may then proceed.

5. Employment Agents must not act irresponsibly. For example, by asking an employee on LOA to go through the procedures for work pass issuance. MOM will take stern action against irresponsible Employment Agents.

6. Do inform your clients to behave responsibly by ensuring that their employees serve their LOA. MOM will take action against the employer or employee, including suspension of work pass privileges, if they do not comply with the requirements or have acted irresponsibly.

7. MOM will extend the short term visit passes of work permits for 14 days to facilitate issuance, and notify the employer when it is done. If you need to extend the deadline for the issuance of Employment / S passes, you can do so [here](#).

**(II) Employers with employees with Hubei-issued passport (including those with IPA) or have a recent travel history to Hubei**

8. Employees who have Hubei-issued passports or have a travel history to Hubei within the last 14 days will be quarantined on arrival. You are to inform the employers to defer bringing in these employees into Singapore until the situation stabilizes.

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<sup>[1]</sup> Excluding employees with Hubei-issued passports

**(III) Stay updated**

9. All Employment Agencies are to regularly check MOM's website at [www.mom.gov.sg/wuhanvirus](http://www.mom.gov.sg/wuhanvirus) for our latest advisory on the 2019-nCoV situation and MOH's website at [www.moh.gov.sg/2019-ncov-wuhan](http://www.moh.gov.sg/2019-ncov-wuhan) for the latest travel and health advisories.

10. We appreciate your cooperation in safeguarding the public health interest of Singapore. Should you have any questions regarding this email, please contact us at [mom\\_qops@mom.gov.sg](mailto:mom_qops@mom.gov.sg).

Yours sincerely,

Kevin Teoh

Commissioner for Employment Agencies

Ministry of Manpower