

EA Alert Dated: 26 May 2016

EA Alert: [For FDW-Placing EA's Attention] Enhanced version of In-Principle Approval (IPA) letter for Foreign Domestic Workers (FDWs)

Since December 2015, MOM has enhanced the In-Principle Approval (IPA) letter for Foreign Domestic Workers (FDWs) as part of our pre-departure outreach to inform them about their employment rights and responsibilities, in both English and their native language. The inclusion of the agency fee charged, along with other pertinent information such as monthly salary and frequency of rest days in the IPA, increases transparency by providing FDWs more information on their employment conditions.

2 We would like to remind EAs to provide accurate information about the agency fees payable by the FDW to the Singapore EA, in the work permit application. This will ensure that FDWs are aware of the fees they are being charged before they arrive in Singapore for work. Please note that the Ministry will not accept any amendments to the agency fees field after the IPA is issued. Inaccurate declaration is an offence and EAs may be issued demerit points or have their EA licence suspended.

3 A sample of the employer's copy and the FDW's copy of the IPA are attached for your reference. We would like to remind you that as part of the conditions of the EA licence, you are to ensure that a complete copy of the FDW's IPA including the native language portion is sent to the worker within a reasonable time before she departs for Singapore. Thank you.