
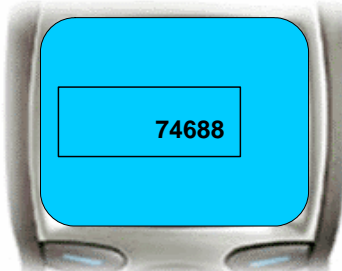
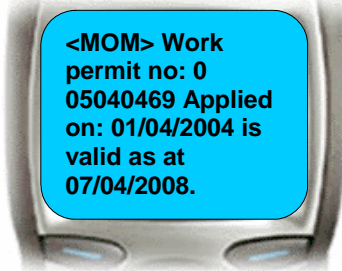


Short Message Send (SMS)

1 To use the SMS to check validity of a Work Permit

Illustration	Step	What to do
 <p style="text-align: center;">Fig. 1: Step 1 to 4</p>	1	On your mobile phone, select the function to write a SMS message
	2	Key in wpd001 followed by a space, then chkwp followed by a space
	3	Key in the Work Permit number followed by a space The Work Permit number is printed on the Work Permit card and it consists of 9 characters (e.g. 012345678 or 01234567-)
	4	a) Key in the date of application in the “day day month month year year year year” (ddmmyyyy) format The date of application is printed as “Date of Appln.” and is next to the Work Permit number on the card
 <p style="text-align: center;">Fig 2: Step 5</p>	5	Send the message to the number 74688
 <p style="text-align: center;">Fig 3: Step 6</p>	6	Our system will verify the information and send an SMS message on the outcome of your request back to you (see Fig 3). Work permits which are cancelled or expired will have their status indicated accordingly.

2 Due Diligence Requirements

Before renting out your room/premises to foreigners, you are required to exercise due diligence under the Immigration Act to ensure that the prospective foreign tenants are in Singapore legitimately. You are advised to perform the following checks personally:

1. Check his/her original immigration pass and/or work pass
 - Inspect the photograph on the pass against the holder and look out for difference in facial features such as mole, shape of eyes and nose, etc
 - Check the two holographic lens found on the front of the card. A round shape lens, which is below the pass holder's photo-image reflects an image of the pass holder's image. The oval shape holographic lion head logo at the bottom right corner of the card shows the Work Permit / S Pass number when tilted at various angles
 - The wordings on the card are very clear as they are laser-engraved
 - Please view the images of the different types of passes at http://www.mom.gov.sg/Documents/services-forms/passes/types_of_passes.pdf.
2. Cross-check the particulars of his/her pass against the particulars on his/her original passport.
3. Verify the validity of his pass either by checking with the Ministry of Manpower or Employer (for work pass), or the Immigration & Checkpoints Authority (for immigration pass) at <http://www.ica.gov.sg> or call Tel: 6391 6100. You may also check the validity period of the pass from the work / immigration pass card.

3 Other means to check validity of a Work Permit

- Use the Ministry's Interactive Voice Response (IVR) System at Tel : 6438 5122
- Via our Internet web site located at <http://www.mom.gov.sg> (Services & Forms > Passes > Work Permit for Foreign Workers)
- Write or fax to
Work Pass Division
Ministry of Manpower
18 Havelock Road
Singapore 059764
Fax No. 6317 1329

4 Additional Uses of the SMS Services

- Check worker's last medical date (Applicable only to foreign domestic workers and non-Malaysian female foreign workers)
- Check work permit application status/outcome of application
- Check cancellation date of work permit

After keying in the information in (a), send the SMS to the number 74688

Uses	What to key in (a)	Information you will receive
To check the last medical date of your worker	<ol style="list-style-type: none"> 1 wpd001 followed by a space 2 chkwp followed by space 3 Work Permit No. followed by a space. 4 Employer's CPF No. or the NRIC number of the employer of the foreign domestic worker (e.g. S1234567C) 	<ul style="list-style-type: none"> • Work Permit Number • Date of Application • Last medical date
To check the outcome of the Work Permit application	<ol style="list-style-type: none"> 1 wpd001 followed by a space 2 chkwp followed by space 3 Work Permit No. followed by a space. 4 Employer's CPF No. or the NRIC number of the employer of the foreign domestic worker (e.g. S1234567C) 	<ul style="list-style-type: none"> • Work Permit Number • Date of Application • Status of application: <ul style="list-style-type: none"> - Approved or; - Still being processed or; - Rejected
To check the cancellation date for the Work Permit	<ol style="list-style-type: none"> 1 wpd001 followed by a space 2 chkwp followed by space 3 Work Permit No. followed by a space. 4 Employer's CPF No. or the NRIC number of the employer of the foreign domestic worker (e.g. S1234567C) 	<ul style="list-style-type: none"> • Work Permit Number • Date of Application • The date of cancellation if the Work Permit has been cancelled.