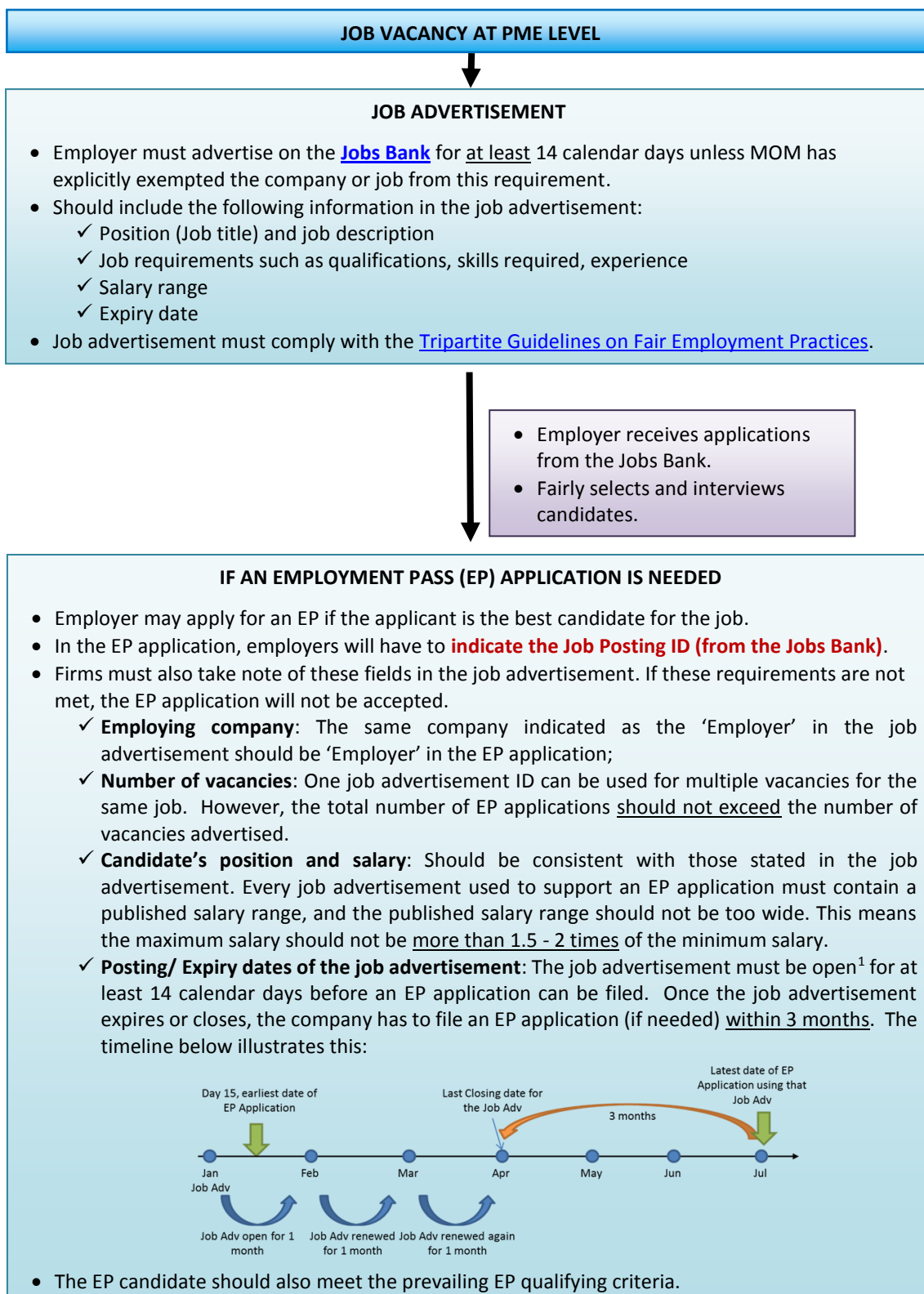


Employment Pass – advertising requirements under the Fair Consideration Framework



¹ A job advertisement, by default, is valid for 1 month. Companies may choose to close the job advertisement before the expiry date if a candidate has been appointed. Conversely, the company can renew the job advertisement twice if they have not identified a candidate after the first month of advertising (the advertisement remains open for 1 month with each renewal). Similarly, the company has 3 months from the date of the advertisement's expiry or closing date to file an EP application, if needed.

Changes in Jobs Bank (effective 2 October 2017)

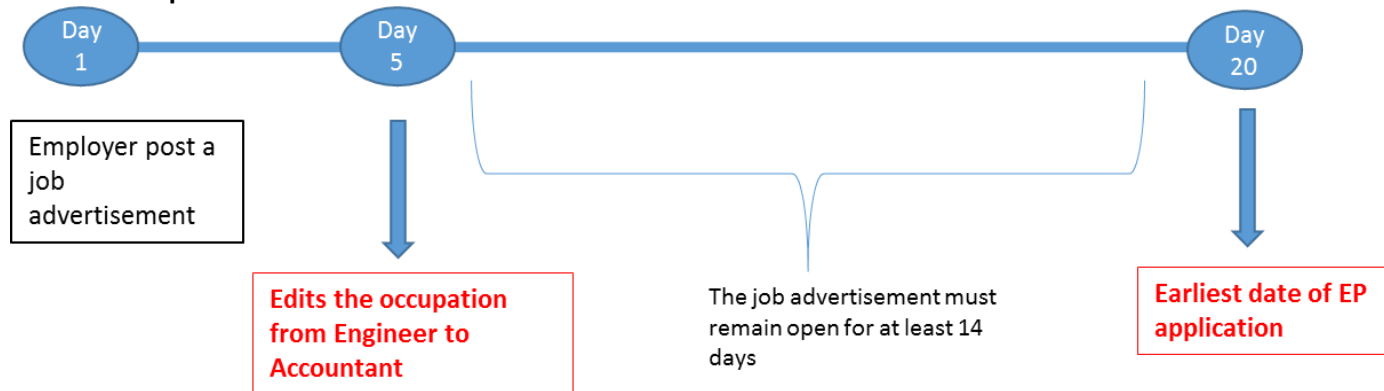
Q: The Jobs Bank was been updated in Oct 2017. Is there anything an employer should take note of?

A: Yes. From Oct 2017, the Jobs Bank allows you to edit your job advertisement details. If you make major changes to key fields in the job advertisement (i.e., occupation, salary or number of vacancies), you will need to keep the revised advertisement open for at least another 14 days after the change. Otherwise, the EP application may be rejected for not meeting the 14-day advertising requirement.

Example: if you edit your job advertisement on 3 Oct 2017, you may need to keep it open until 16 Oct 2017, before you can apply for an EP on 17 Oct 2017.

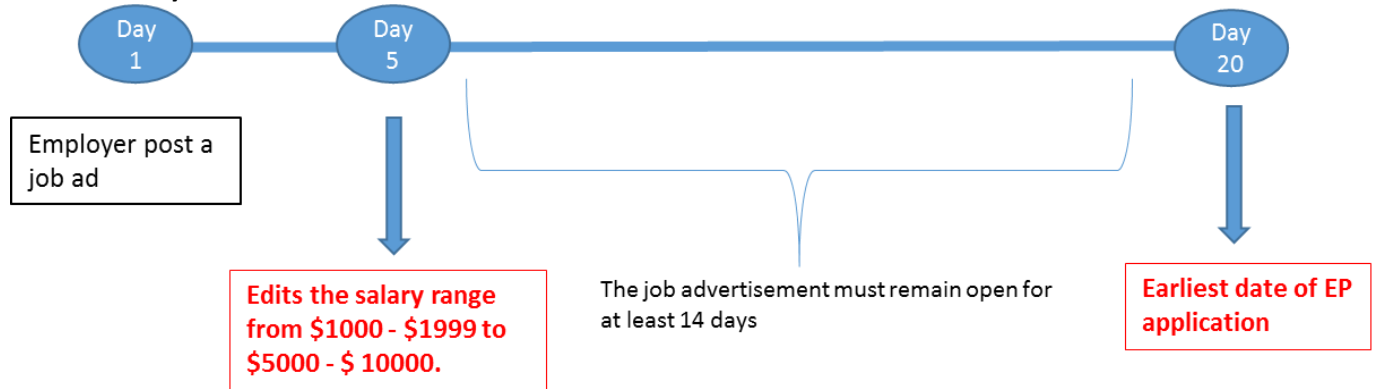
Please refer to the illustrations below for more information.

Edits to Occupation



Acceptable edits: The occupation in the EP application should be consistent with those stated in the job advertisement. We do however accept variations such as seniority, etc.

Edits to Salary



Acceptable edits: Every job advertisement used to support an EP application **must contain a published salary range**, and the published salary range should not be too wide. This means the maximum salary should not be more than 1.5 - 2 times of the minimum salary.

Edits to Vacancy



Acceptable edits: One job advertisement ID can be used for multiple vacancies for the same job. However, the total number of EP applications should not exceed the number of vacancies advertised in the original job advertisement.

Jobs that are exempted from the advertising requirement

For practical reasons, you are exempted from the Jobs Bank advertising requirement in these cases:

- Your company has 25 or fewer employees; or
- The job position pays a fixed monthly salary of \$12,000 and above; or
- The job is to be filled by an intra-corporate transferee (ICTs) [as defined under the World Trade Organisation's General Agreement on Trade in Services \(WTO GATS\)](#); or
- The job is necessary for short-term contingencies (i.e. period of employment in Singapore for not more than one month); or
- Situations where there is no new job vacancy in your company:
 - Conversion of your existing work pass holder to EP in the same company; or
 - Renewal of the pass of your existing EP holder; or
 - Your overseas vendor [sending their staff](#) to fulfil their contract for services to your company

Regardless of exemptions, companies are expected to comply with the Fair Consideration Framework (FCF). If there are complaints that these firms have nationality-based, unfair hiring practices, they may be subject to additional scrutiny. Firms found to have used these exemptions when they do not qualify to do so will also have their work pass privileges curtailed and may face further action from MOM.