

EA Alert Dated: 17 Dec 2018

EA Alert (19/2018): Early Registration of Eligible Foreign Workers for the Foreign Worker Settling-In Programme - Reminder

Dear Key Appointment Holders and Employment Agency Personnel,

As highlighted in our EA Alert sent on 10 September 2018, from 1 October 2018, all first time non-Malaysian Work Permit holders from the construction sector are required to attend the Foreign Worker Settling-In Programme (FW SIP).

2. It has come to our attention that some Employment Agencies failed to register these FWs for the FW SIP within the first 14 days of the FWs' arrival. This has affected the issuance of their work permits.

3. We would like to remind you of the following:

- ✓ If the FW is required to attend FW SIP, it will be stated on his In-Principle Approval (IPA) Letter. Do check the IPA of all the FWs your agency places. The requirement to attend the FW SIP will be indicated on page 2 of the IPA in the box, on the right hand side.
- ✓ Do register early the FWs to attend the FW SIP. Do also highlight this requirement to your clients. If the FW fails to attend the FW SIP within 14 days of arrival his work permit will not be issued and will need to be sent home.
- ✓ Do visit <https://sip.mwc.org.sg> so that you are able to make a booking for the FW to attend the FW SIP.
- ✓ Do note that you will only be allowed to make a booking within the 14 days of the FW's arrival.

4. More details of the registration and the administrative matters of the FW SIP are listed below.

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| Who can register? | Employers or employment agencies |
| Who needs to attend? | Any foreign worker whose work permit application is submitted on or after 1 October 2018, and is working in Singapore for the first time will be required to attend the SIP. |
| Where to register? | MWC's SIP Page at: https://sip.mwc.org.sg |
| What is needed when registering online? | a) FW's name b) Date of Arrival c) Passport number d) Work Permit number e) Nationality f) Language of course g) Gender h) Date of Birth i) FW company's name |

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| | j) FW company's UEN k) Scanned documents of IPA and Passport* * FWs must bring items stated in (k) to the training centre. The documents will be checked at the registration counter. FWs will not be allowed to attend the FW SIP if they do not bring the two documents. |
| What is the cost? | \$75 (including GST) |
| Who will pay? | Employers |
| Training centre's operations | Mondays to Saturdays, excluding public holidays |
| Timing | 9am – 6pm (2 tea breaks & 1 lunch break) |
| Languages of course | Bengali, Burmese, Chinese, English, Tamil and Thai |

5. For more information on the FW SIP, please refer to www.mom.gov.sg/fwsip or call 6438 5122.

Yours sincerely

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