

Continuation of Part A – Employer	
<input type="checkbox"/> I have received the advisory letter and trainer’s assessment checklist from the Settling-In-Programme (for employers of first-time MDWs)	
<p>[The Employer is required to choose only one of the following options]</p> <input type="checkbox"/> I understand the Conditions and I will not require my MDW to clean the window exterior of my home. <input type="checkbox"/> I understand the Conditions and I require my MDW to clean only the window exterior on the ground floor of my home. <input type="checkbox"/> I understand the Conditions and I require my MDW to clean only the window exterior along the common corridor of my home. <input type="checkbox"/> I require my MDW to clean the window exterior of my home, and I shall ensure that the grilles are locked when cleaning the window exterior and cleaned only when supervised by myself or my adult representative.	
Signature / Date	

Employer is to ensure that Part A is duly completed before the agreement is signed and dated. Do not pre-sign the agreement or sign on incomplete form.

Part B – Employment Agency	
Name	
Registration No.	
I have explained the Conditions to the Employer and advised the Employer that he * can / cannot require the MDW to clean the window exterior of his home based on the information presented in Part A [* to delete accordingly]	
Signature / Date	

Part C – Migrant Domestic Worker	
Name	
WP No.	
<input type="checkbox"/> I shall abide by my Employer’s instructions to clean the window exterior safely in compliance with the Condition	
<p>[The MDW is required to choose only one of the following options.] [PLRT Asing diharuskan memilih satu saja dari pilihan-pilihan berikut.]</p> <p>As indicated by the Employer above: - Sebagaimana yang diusulkan oleh majikan yang tertera di atas: -</p> <input type="checkbox"/> I understand that I am not required to clean the window exterior of my employer’s home. Saya mengerti bahwa saya tidak dikehendaki untuk membersihkan jendela bagian luar di rumah majikan saya. <input type="checkbox"/> I understand that I am required to clean only the window exterior on the ground floor of my employer’s home. Saya mengerti bahwa saya dikehendaki untuk membersihkan jendela bagian luar dilantai dasar saja di rumah majikan saya. <input type="checkbox"/> I understand that I am required to clean only the window exterior along the common corridor of my employer’s home. Saya mengerti bahwa saya dikehendaki untuk membersihkan jendela bagian luar disepanjang gang umum saja di rumah majikan saya.	

Continuation of Part C – Migrant Domestic Worker	
<input type="checkbox"/> I understand that I am required to clean the window exterior of my employer’s home, and I shall ensure that I clean the window exterior only when the grilles are locked and only when supervised by my employer or his adult representative. Saya mengerti bahwa saya dikehendaki untuk membersihkan jendela bagian luar di rumah majikan saya, dan saya akan memastikan bahwa saya membersihkan jendela bagian luar hanya jika teralis-teralis dikunci dan hanya jika diawasi oleh majikan saya atau orang dewasa yang mewakilinya.	
Signature / Date Tanda Tangan / Tanggal	

Part D – Employment Agency	
I have explained the Conditions to the MDW and advised the MDW that she * can / cannot clean the window exterior of the residential address based on the employer’s declaration in Part A [* to delete accordingly]	
Signature / Date	

Annex A

Condition 2, Part I of the Fourth Schedule of the Employment of Foreign Manpower (Work Passes) Regulations

The employer shall provide safe working conditions and take such measures as are necessary to ensure the safety and health of the foreign employee at work. This includes: -

- a) not permitting the foreign employee to clean the outward facing side of any window not located on the ground level or not facing a common corridor if the window is not fitted with a grille securing against any adult extending any part of the foreign employee’s body beyond the window ledge except the arms; and
- b) in the case of a window referred to in sub-paragraph (a) fitted with a grille of the description specified in that sub- paragraph, not permitting the foreign employee to clean the outward facing side of the window unless at all times during the cleaning process –
 - i. the grille is locked or secured in a manner that prevents the grille from being opened;
 - ii. the foreign employee remains inside the room;
 - iii. no part of the foreign employee’s body extends beyond the window ledge except the arms; and
 - iv. the foreign employee is supervised by the employer, or an adult representative of the employer, who is reasonably capable of conducting such supervision and is aware of the requirements in sub-paragraphs (i), (ii) and (iii).