

# Appeals

## User Guide

Foreign Manpower Management Division

# Start of Service

Step 1: Access Appeals via <http://www.mom.gov.sg/eservices/services/submit-an-appeal-for-an-fmmd-case>

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## Submit an appeal for an FMMD case

For employment agencies to appeal to MOM's Foreign Manpower Management Division (FMMD) against the outcome of a case.

1 [Submit appeal](#)

Service is online

Availability  
24 hours

Who can use this eService?

Get help

Last updated: 22 December 2015

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1 Click *Submit Appeal*

# Person/Organization Details

## Step 2: Enter person and organization details

### Appeals

Person / Organisation Details    Justification of Appeal    Preview & Submit    Acknowledgement

\* indicates a required field

#### (Part 1) Your Personal Details

Please enter the details of the person who is appealing. If you are appealing on someone else's behalf, e.g. your elderly mother, your friend, please key in his/her details here in Part 1, and proceed to key in your details in Part 2 or Part 3. If you are appealing for multiple appellants for the same case, kindly submit separate appeals for each appellant.

Name

Identification Type

Identification No.   
[ Example : S1234567D ]

Email

Mobile No.

Postal Address  Preferred mode of communication from MOM

Postal Code

- 2 Enter all mandatory fields
- 3 Tick to choose Postal Address as preferred communication mode
- 4 Enter Postal Code  
Click **Get Address**
- 5 Enter Floor – Unit No (optional)
- 6 Tick if appealing on behalf
- 7 Part 3 section is enabled

Postal Code   
700/00

Street Name

Building Name

Block/House No.

Floor/Unit No.  -

(Part 2) Are you appealing on someone else's behalf ?  
(e.g. if you are applying for a spouse or friend or relative, if you are a lawyer appealing for a client etc.)

(Part 3) Are you appealing as representative of an organisation ?  
(e.g. if you are a sole proprietor or employer of an EA, if you are working for NGO helping any victim etc.)

(Part 2) Are you appealing on someone else's behalf ?  
(e.g. if you are applying for a spouse or friend or relative, if you are a lawyer appealing for a client etc.)

(Part 3) Are you appealing as representative of an organisation ?  
(e.g. if you are a sole proprietor or employer of an EA, if you are working for NGO helping any victim etc.)

# Person/Organization Details

(Part 2) Are you appealing on someone else's behalf ?  
(e.g. if you are applying for a spouse or friend or relative, if you are a lawyer appealing for a client etc.)

Details of person

8

Name

Identification Type

Identification No.   
[ Example : S1279323 ]

Email

Mobile No.

Your relation to appellant

(Part 3) Are you appealing as representative of an organisation ?  
(e.g. if you are a sole proprietor or employer of an EA, if you are working for NGO helping any victim etc.)

- 8 Enter all mandatory fields in **Part 2**
- 9 Tick if appealing as representative of an organization
- 10 Enter fields in **Part 3**
- 11 Click **Continue**

(Part 2) Are you appealing on someone else's behalf ?  
(e.g. if you are applying for a spouse or friend or relative, if you are a lawyer appealing for a client etc.)

(Part 3) Are you appealing as representative of an organisation ?  
(e.g. if you are a sole proprietor or employer of an EA, if you are working for NGO helping any victim etc.)

Details of Organisation

10

Company Name

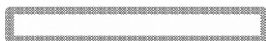
Contact No.

UEN No.

EA Licence No. (if applicable)

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[Cancel](#) | [Reset](#)



# Justification for Appeal

## Step 3: Enter justification of appeal

### Appeals

Person / Organisation Details **Justification of Appeal** Preview & Submit Acknowledgement

12 Case Reference No.  Bill No.

Case Reference No. can be found in the correspondence from MOM.  
If there is no earlier correspondence you can file an appeal without a Case Reference No.

Note : If you are appealing for a Composition you have received from MOM,  
please enter both Case Reference No. and Bill No.

Maximum No. of Case Reference No. and Bill No. is 10.

#### Justification for Appeal

13 You can either type your justification in the text field below or upload as a word document.

Character Remaining : 5000

Note: If your appeal justification exceeds 5000 words, we recommend you to attach a document with the accepted file format.

#### Supporting Documents

You can upload multiple supporting documents.  
The total size of all attachments will be capped at 10 megabyte.  
Accepted file formats(doc.docx.png.jpeg.jpg.bt.bmp.pdf)

14    0.0% of 10 MB used.

Sr. No.	File Name	Delete
No records found.		

[Back](#)

15

[Cancel](#) | [Reset](#)

- 12 Enter *Case Reference No.* or *Bill No.*
- 13 Enter *Justification for Appeal*
- 14 *Browse* and *Upload* supporting documents
- 15 Click *Continue*

# Preview & Submit

## Step 4: Preview and submit appeal

### Appeals

Person / Organisation Details    Justification of Appeal    **Preview & Submit**    Acknowledgement

#### (Part 1) Your Personal Details

Name                      NELSON TAN  
Identification Type        NRIC  
Identification No.         S1234567A  
Email                        NELSON@GMAIL.COM  
Mobile No.                 88888888

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Edit

#### Justification for Appeal

16

Edit

#### Supporting Documents

16

Edit

Sr. No.	File Name
1	temp.docx

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Submit

Cancel

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Click *Edit* if there are changes to be made for appeal

17

Click *Submit*

# Acknowledgement Page

## Step 5: Display acknowledgement page

### Appeals

Person / Organisation Details    Justification of Appeal    Preview & Submit    **Acknowledgement**

#### Acknowledgement

**Your appeal has been submitted successfully.**

Reference No.                      APPEAL-2014-11-19-0667

Date of submission                19/11/2014

Our officers will assess your appeal and reply to you in due course.

Please keep the Reference No. for future transaction with MOM on the appeal.  
Should you have any queries, please contact us at 64385122 and quote the Reference No.

Thank you and have a nice day!

18

Print

Save as PDF

Email to Me

19

20

18

Click **Print** to print the acknowledgement page using local printer settings

19

Click **Save as PDF** to generate the Acknowledgment in pdf format

20

Click **Email to Me** to have the Acknowledgement sent to your email address



**Your appeal has been submitted successfully.**

Reference No.                      Appeal-2014-09-01-0553

Date of submission.                01/09/2014

MOM will look into the matter and contact you if required.

Please keep the reference No. for future transaction with MOM on the appeal.

Should you have any queries

Thank you and have a nice day!