

Enhancements to Work Permit eService on *myMOM* Portal (2026 – 2027)

Briefing for Employers and Employment Agencies

by MOM Work Pass Division (WPD)



Empowered *Workforce*,
Thriving *Workplaces*

Outline

1. Enhancements to Work Permit eService on *myMOM* Portal (2026 – 2027)
2. Launch of Issue Work Permit function on 4 May 2026
3. Preview of Issue Work Permit interface

1. Enhancements to Work Permit eService on *myMOM* Portal

- a) About Work Permit eService
- b) Launch milestones (2026 – 2027)

Employers / Employment Agencies typically perform the following Work Permit transactions when engaging migrant workers to work in Singapore



Apply & Appeal

Once your work application is approved, you will get an in-principle approval (IPA) to bring the worker into Singapore. If not approved, you may submit an appeal if you can address the reasons for the rejection.



Issue

When worker arrives in Singapore, you need to ensure all issue-related requirements such as medical examination are fulfilled before you can get the Work Permit issued.



Cancel

You will need to cancel the Work Permit if the worker no longer works for you.



Renew

You will need to renew the Work Permit before it expires if you want the worker to continue working for you.

Today, you apply & appeal for Work Permits on myMOM Portal, while the rest of your Work Permit transactions are done on Work Permit Online (WP Online)



Apply & Appeal functions
Completed on *myMOM* Portal



Issue function



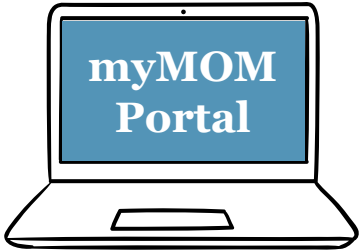
Cancel function



Renew function



Done separately on WP Online



We are enhancing Work Permit eService on *myMOM* Portal in 2026 and 2027 to enable simpler and more seamless Work Permit transactions for businesses



Since 2025



Apply & Appeal functions

Completed on *myMOM* Portal



From May 2026



NEW Issue function

You no longer need to upload medical reports or chest-x-ray. Your medical service provider will submit the medical results directly to MOM, saving you time and effort.

You will also update workers' address and mobile number within the Issue function, instead of separately doing so in OFWAS.



From 3Q 2026



NEW Cancel function

You will submit all supporting documents easily within a simplified Cancel function, instead of through online forms.



From 1H 2027



NEW Renew function

Like the Issue function, medical information will be submitted directly to MOM by your medical service provider, and updates to worker address and mobile number can be done easily within Renewal function



As we move key functions from WP Online to *myMOM* Portal, you will be able to perform major Work Permit transactions on one platform by mid 2027



Since 2025



In May 2026



In 3Q 2026



In 1H 2027



Move Issue function

myMOM Portal

- Apply for Work Permit
- Appeal for Work Permit

WP Online

- Issue Work Permit
- Cancel Work Permit
- Renew Work Permit

Move Cancel function

myMOM Portal

- Apply for Work Permit
- Appeal for Work Permit
- Issue Work Permit

NEW Cancel Work Permit

WP Online

- Renew Work Permit

Move Renew function

myMOM Portal

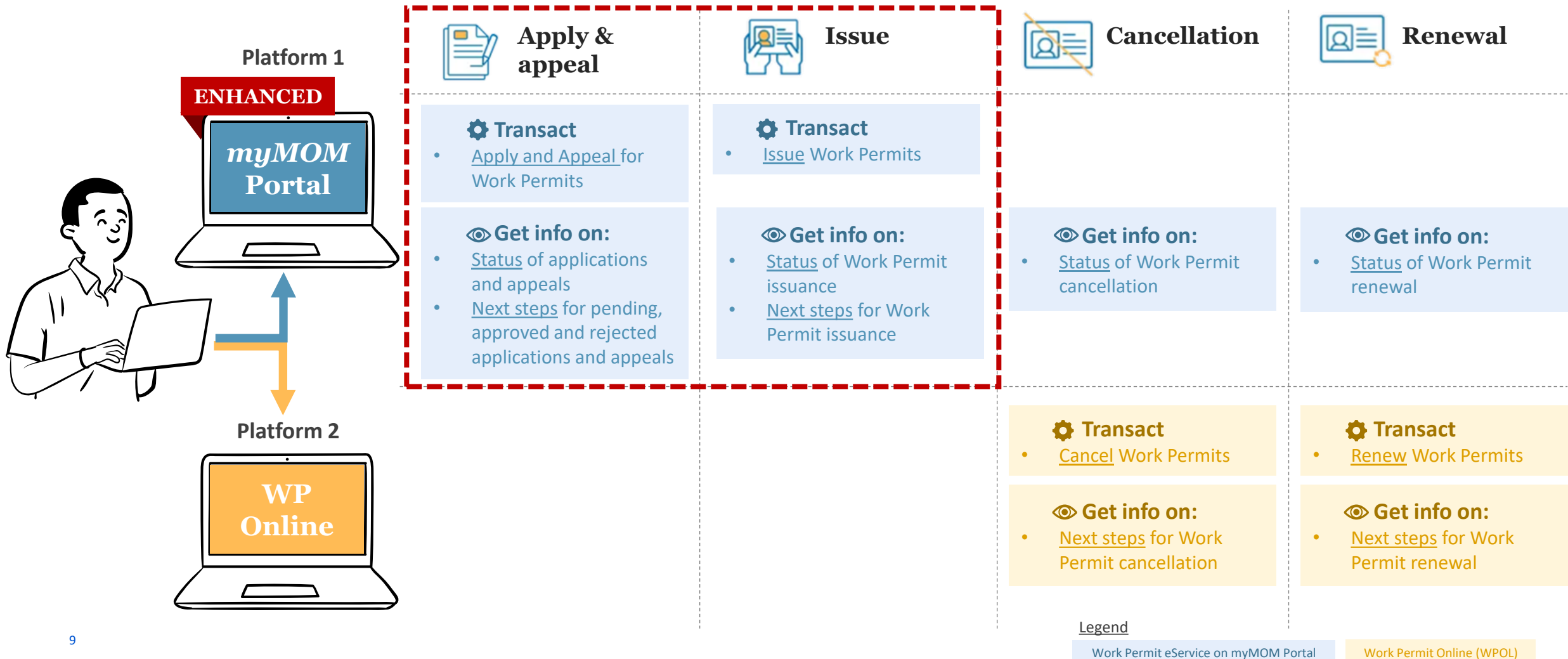
NEW Perform all major Work Permit transactions on one platform



2. New: Issue Work Permit function, from 4 May 2026

- a) Simpler steps to get migrant workers' Work Permit issued
- b) Transition scenarios to take note of during launch period

From 4 May (Mon), you will be able to complete the end-to-end Work Permit application, appeal and issue journey with more streamlined processes via the enhanced *myMOM* Portal.



You will also be able to get Work Permits issued faster with streamlined processes.

Before 4 May

Pre-issue

- 01** Collect migrant worker's full medical examination (ME) report from clinic
- 02** Log in to Online Foreign Worker Address Service (OFWAS) to update worker's address and mobile number
- 03** *[For workers in construction sector]* Make appointment with the Building and Construction Authority (BCA) to verify identity of new construction workers who passed their overseas trade tests

Issue

- 04** Log in to WP Online to:
 - Upload worker's full ME report
 - Get Work Permit issued
 - Retrieve and submit previously saved draft



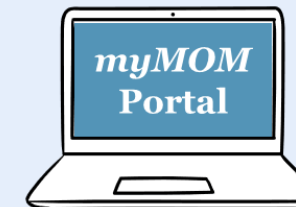
4 May Onwards

Pre-issue

- 01** Receive email notification when clinic submits your migrant worker's ME results to MOM, prompting you to begin the issue process.

Complete the issue process in one session

- 02** Log in to myMOM Portal to:
 - Update worker's address and mobile number
 - Get Work Permit issued
 - Complete the issue process in one session, as there is no save draft function on *myMOM Portal*



Medical service providers (MSPs) will submit ME results directly to MOM from 27 April, eliminating the need for you to collect and upload ME reports to get the Work Permits issued.

27 April (Mon)


MSPs submit ME info to MOM (via ME Portal)


4 May (Mon)


Enhanced *myMOM* Portal for Businesses




26 April (Sun) or earlier

1  Clinic completes migrant worker's (MW's) issuance ME on **26 Apr (Sun) or earlier**


2  Clinic arranges for Employer to collect MW's issuance ME report


3  Employer collects MW's issuance ME report from Clinic


Employer uploads ME report as part of Work Permit issue process on WP Online by **2 May (Sat), 2300hrs**




27 April (Mon) – 3 May (Sun)

1  Clinic completes MW's issuance ME on **27 Apr (Mon) – 3 May (Sun)**


2  Clinic submits MW's issuance ME results via ME Portal within **1 week of ME completion**


3  Employer receives email notification after Clinic submits ME results via ME Portal **from 27 Apr (Mon)**


Employer can view MW's ME info and get Work Permit issued via *myMOM* Portal **from 4 May (Mon)**




From 4 May (Mon) onwards

1  Clinic completes MW's issuance ME on **4 May (Mon) or later**

2  Clinic submits MW's issuance ME results via ME Portal within **1 week of ME completion**

3  Employer receives email notification after Clinic submits ME results via ME Portal **from 4 May (Mon)**

Employer views MW's ME info and gets Work Permit issued via *myMOM* Portal **from 4 May (Mon)**



Scenario 1

- Clinic completes MW's issue ME on 26 Apr (Sun) or earlier
- Employer unable to get Work Permit issued on WP Online by 2 May

27 April (Mon)

MSPs submit ME info to MOM (via ME Portal)

4 May (Mon)

Enhanced *myMOM* Portal for Businesses



1



Clinic completes MW's issuance ME on **26 Apr (Sun) or earlier**

2



Clinic arranges for Employer to collect MW's issue ME report

3



Employer **unable** to upload ME report for Work Permit to be issued on WP Online by **2 May (Sat), 2300hrs**

If you are unable to get Work Permit issued on WP Online by 2 May

- You will need to request your clinic to submit the medical examination (ME) digitally to MOM via the ME Portal.
- Once the clinic has done so, you may then get the Work Permit issued using the new Issue function on Work Permit eService via *myMOM* Portal **from 4 May onwards**.


Scenario 2


- Clinic completes MW's issue ME on 27 Apr (Mon) – 3 May (Sun)
- Employer unable to wait till 4 May to get Work Permit issued

27 April (Mon)
MSPs submit ME info to MOM (via ME Portal)

4 May (Mon)
Enhanced *myMOM* Portal for Businesses



1  Clinic completes MW's issue ME on 27 Apr (Mon) – 3 May (Sun)

3  Employer **unable to wait** until 4 May (Mon) to get Work Permit issued on *myMOM* Portal



If you are unable to wait until 4 May to get Work Permit issued on *myMOM* Portal,

- You will have to request for the full ME report from your clinic
- After which, you will need to get the Work Permit issued via WP Online **by 2 May, 2300hrs.**



2. Preview of Enhanced Work Permit eService on *myMOM* Portal

- a) Using the new issue function to issue Work Permits
- b) Viewing Work Permit transaction details



Recap: Using Work Permit eService to issue Work Permits from 4 May onwards

Print the latest ME form for clinic to conduct full ME for your worker

Pre-Issue

FORM A11 (Issue) Full Medical Examination form for Migrant Worker's Work Permit
Please submit the medical results online within 1 week at: go.gov.sg/mom-meportal

Ministry of Manpower

All parts in this form are to be completed by a Singapore-registered doctor. Any amendments must be endorsed by the doctor who completes this form. The foreign worker's Travel Document must be produced to the doctor for identification.

Part I Personal Particulars of Migrant Worker
Name: _____ Travel Document No.: _____ FIN: _____ Sex: Male / Female
Height: _____ cm Weight: _____ kg Occupation: _____ Date of Birth: _____ Nationality/Citizenship: _____

Part II Medical History (To be declared and signed by the migrant worker)

	Yes	No	If yes, give brief details		Yes	No	If yes, give brief details
1 Mental illness	<input type="checkbox"/>	<input type="checkbox"/>		5 Hypertension	<input type="checkbox"/>	<input type="checkbox"/>	
2 Epilepsy	<input type="checkbox"/>	<input type="checkbox"/>		6 Tuberculosis	<input type="checkbox"/>	<input type="checkbox"/>	
3 Chronic Asthma	<input type="checkbox"/>	<input type="checkbox"/>		7 Heart Disease	<input type="checkbox"/>	<input type="checkbox"/>	
4 Diabetes Mellitus	<input type="checkbox"/>	<input type="checkbox"/>		8 Malaria	<input type="checkbox"/>	<input type="checkbox"/>	
				9 Operations	<input type="checkbox"/>	<input type="checkbox"/>	

I declare that all the information given above is true and correct. I hereby give my consent for a copy of this medical form after it is completed by the doctor to be released to the Ministry of Manpower, my employer, and also to the employment agent who assisted in my Work Permit application.

Signature of Migrant Worker _____ Date _____

Part III Please tick if any of the Examinations/Tests is Abnormal and give brief details separately. Tests marked with * are required for online submission.

Clinical Examinations	Abnormal	Other Tests	Abnormal
1 Cardiovascular System a Blood Pressure * Systolic: _____ Diastolic: _____ b Heart Disease c ECG (compulsory for male Thai workers & others above age 50, and in younger applicants where it is indicated, e.g. persons with cardiac murmurs or symptoms suggestive of Myocardial ischaemia) d Severe varicose veins	<input type="checkbox"/>	1 Chest X-ray - to be taken in Singapore * (Retain a copy of the radiological report in the event that employer requests for a copy) a Abnormal, no referral needed Remarks (including no active lesion): _____ b Abnormal, cleared by NTBCC c Exempted due to pregnancy	<input type="checkbox"/>
2 Anaemia (if clinically anaemic, do Hb: _____ g%)	<input type="checkbox"/>	2 Urine * a Urine Albumin b Urine Sugar c Pregnancy	<input type="checkbox"/>
3 Respiratory System	<input type="checkbox"/>	3 Syphilis screen/VDRL * a Positive (Currently infectious) b Positive (Treated/inactive)	<input type="checkbox"/>
4 Abdomen a Hernia b Enlarged Liver c Enlarged Spleen d Genito-Urinary System	<input type="checkbox"/>	4 Hearing (unable to hear ordinary conversation at 2m)	<input type="checkbox"/>
5 Skin-Chronic Disease (e.g. leprosy, widespread eczema, psoriasis, etc) 6 Locomotor/Neurological a Significant limb amputation or deformity b Limb movement and co-ordination c Significant spinal deformity d Other significant abnormalities (in relation to the Work required to be performed)	<input type="checkbox"/>	5 Vision (should be at least 6/12 in both eyes with or without glasses.) a Vision Acuity i) Right eye _____ ii) Left eye _____ b Colour Vision (for electricians & drivers only) * c Any organic eye disease, e.g. Trachoma	<input type="checkbox"/>
7 Endocrine disorders, e.g. thyrotoxicosis	<input type="checkbox"/>	6 Blood film for Malaria *	<input type="checkbox"/>
8 Mental state	<input type="checkbox"/>	7 HIV (AIDS) * Note: Test and blood film for Malaria must be done at labs approved by the Ministry of Health.	<input type="checkbox"/>

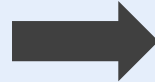
Part IV Vaccination given (please provide details, if any)

Type of vaccine	Brand of vaccine	Dose (1 st / 2 nd / 3 rd)

Part V Certification from the Doctor
I certify that I have examined the above-named migrant worker for the clinical examinations / tests in Part III and found that this person is *Fit / Unfit for employment in the above-stated occupation.

Name of Doctor (in BLOCK letters): _____ Signature of Doctor: _____
Clinic Address: _____ Date: _____
Telephone Number: _____

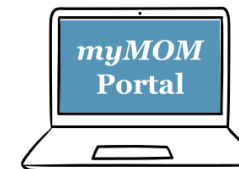
WPCM 15 | The information is updated on 17 Mar 2025 | Work Pass Division 18 Havelock Road Singapore 059704 www.mom.gov.sg



- 01** Receive email notification when clinic submits your migrant worker's ME results to MOM, prompting you to begin the issue process

Complete the issue process in one session

- 02** Log in to myMOM Portal to:
- Update worker's address and mobile number
 - Issue Work Permit
 - Complete the issue process in one session, as there is no save draft function on myMOM Portal



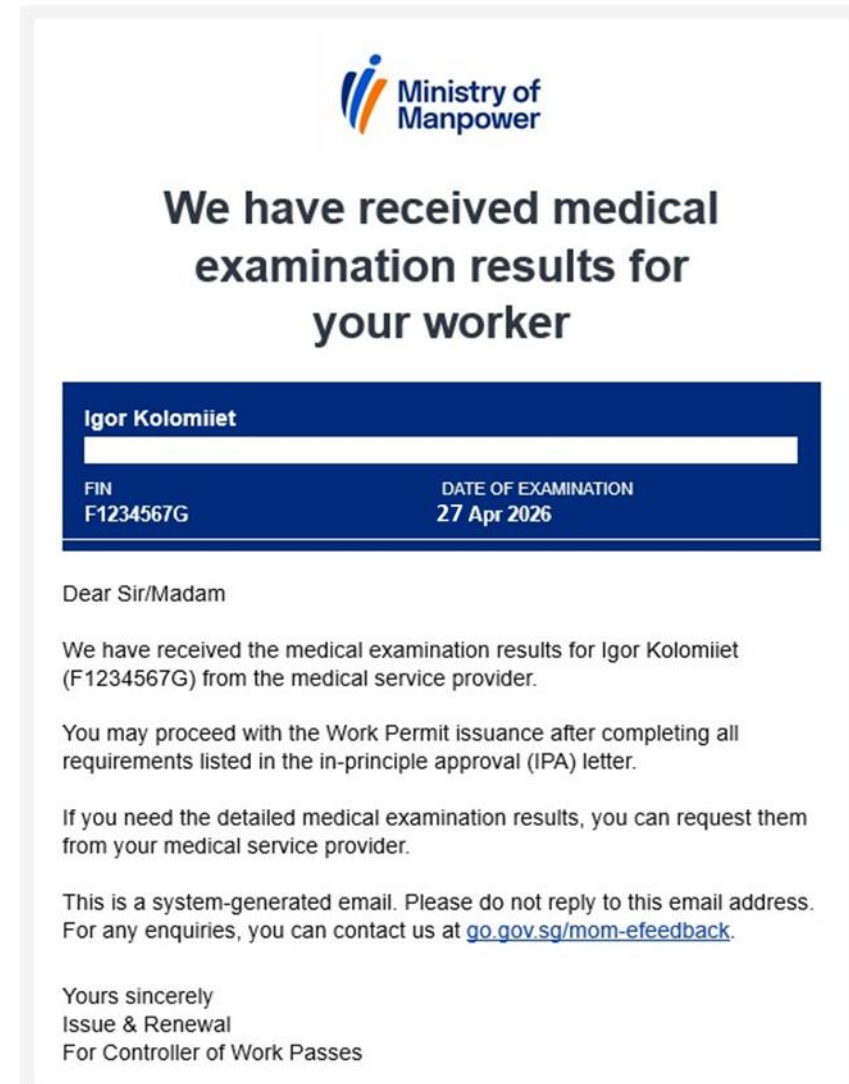
1. Registered administrator of work pass account will receive an email notification after your clinic submits your worker's ME to MOM

Pre-Issue

- 01** Receive email notification when clinic submits your migrant worker's ME results to MOM, prompting you to begin the issue process

Complete the issue process in one session

- 02** Log in to myMOM Portal to:
- Update worker's address and mobile number
 - Issue Work Permit
 - Complete the issue process in one session, as there is no save draft function on *myMOM Portal*



Ministry of Manpower

We have received medical examination results for your worker

Igor Kolomiiet	
[Redacted Name]	
FIN F1234567G	DATE OF EXAMINATION 27 Apr 2026

Dear Sir/Madam

We have received the medical examination results for Igor Kolomiiet (F1234567G) from the medical service provider.

You may proceed with the Work Permit issuance after completing all requirements listed in the in-principle approval (IPA) letter.

If you need the detailed medical examination results, you can request them from your medical service provider.

This is a system-generated email. Please do not reply to this email address. For any enquiries, you can contact us at go.gov.sg/mom-efeedback.

Yours sincerely
Issue & Renewal
For Controller of Work Passes

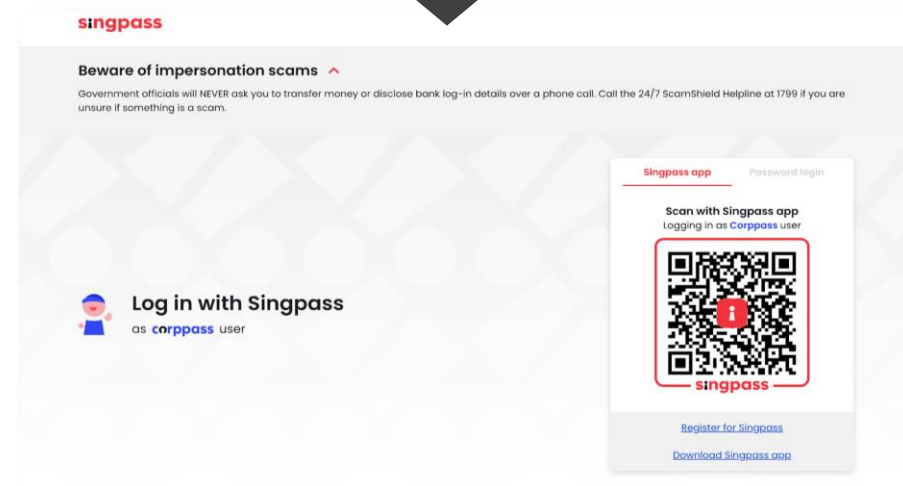
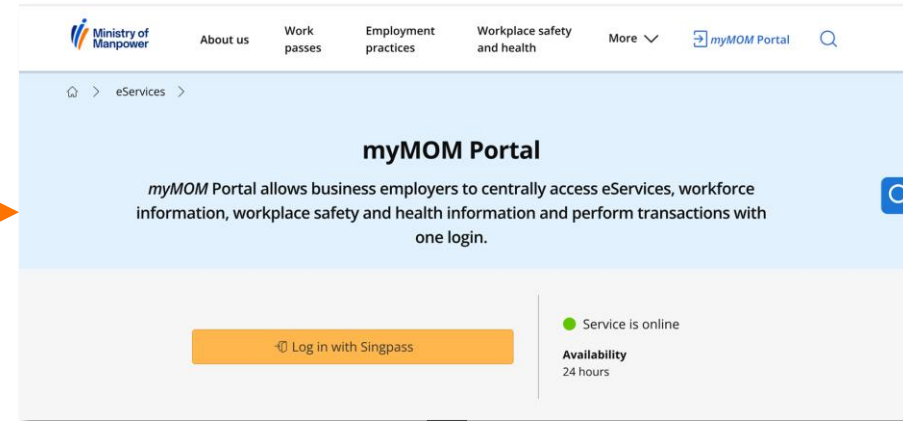
2. To get the Work Permit issued, company user can log in to Work Permit eService on *myMOM* Portal using Corppass

Pre-Issue

- 01** Receive email notification when clinic submits your migrant worker's ME results to MOM, prompting you to begin the issue process

Complete the issue process in one session

- 02** Log in to *myMOM* Portal to:
- Update worker's address and mobile number
 - Issue Work Permit
 - Complete the issue process in one session, as there is no save draft function on *myMOM* Portal



3. At *myMOM* Portal landing page, key in worker's details and the issue requirements will be auto-populated

Employer's view

myMOM Portal >

Welcome, what would you like to do?

Start a transaction

I am transacting for

Work Permit

I want to

Action

Issue a pass

For this foreigner

Search by Work Permit number

Work Permit number

0 74704891

Continue

Employment Agency's view

Employment Agency (EA) needs to select if they are transacting on behalf of their clients or for themselves

myMOM Portal >

Welcome, what would you like to do?

Start a transaction

I am transacting for

Work Permit

I want to

Action

Issue a pass

For this organisation

My client's organisation

For this foreigner

Continue

myMOM Portal > Quick Menu >

Issue a Work Permit

WANG DA MING (F1234567G)

Before you start, remember to do this

Prepare documents



Have documents ready to upload:

- Completed [security bond form](#)
- Travel document
- Immigration document, if applicable (e.g. Electronic Visit Pass or Special Pass)
- Educational qualifications (e.g. certificate, transcript, and verification proof)
- Signed and completed Work Permit application form

Things to note

- The foreigner's IPA expires on **30 May 2026**. If you need more time, you may [apply for a Special Pass](#). The IPA will be extended automatically.
- We accept payment by [GIRO](#), Visa or Mastercard.
- Ensure all documents are ready before proceeding as drafts cannot be saved.
- Provide a local address and mobile number for us to deliver the Work Permit card.
- Have the foreigner's residential address ready.

By continuing, you agree to be bound by the [Terms and Conditions](#) of this eService.

⌚ Takes about **15 minutes** to complete.


Start issuance

4. Employer that does not have verified organisation-level security bond will need to purchase it before getting the Work Permit issued

Organisation-level security bond

This form will only need to be uploaded once, when you hire a non-Malaysian worker.

Upload security bond form

 Click to choose files or drag and drop
JPEG, PNG or PDF only. Total file size must not exceed 5MB.

[Learn more](#) about security bond purchase.

You may [download the security bond form](#) if you do not have it.

Continue

5. Complete worker's particulars, including travel document details, contact number and residential address

Travel document details

Foreigner's particulars

Travel document details

i This Work Permit will be issued up to 1 month before the expiry of the travel document.

Ensure that the foreigner's travel document details are correct and updated.

Travel document number
G47119019111

Travel document expiry date
14 Nov 2031

Upload travel document biodata page(s) (including any amendments) [View upload guide](#)

Click to choose files or drag and drop
JPEG, PNG or PDF only. Total file size must not exceed 5MB.

Only jpg and png files will display a preview.

Contact details and address

(This was previously to be updated on OFWAS)

Foreigner's details

Does the foreigner have a local mobile number?

Yes No

Foreigner's residential address type

Postal code address
For Private Residential Premises (PRPs), HDB, Private HDB, HDB shophouse, Purpose-Built Dormitories (PBDs), Factory-Converted Dormitories (FCDs), Other Converted Living Quarters (OCLQs), hotels and hostels.

Non-postal code address
For Construction Temporary Quarters (CTQs), Temporary Occupation Licence Quarters (TOLQs), Worker's Quarters at Farms (WQFs)

Harbourcraft/Sea vessel

Continue



6. Check worker's medical examination details that was submitted by your clinic

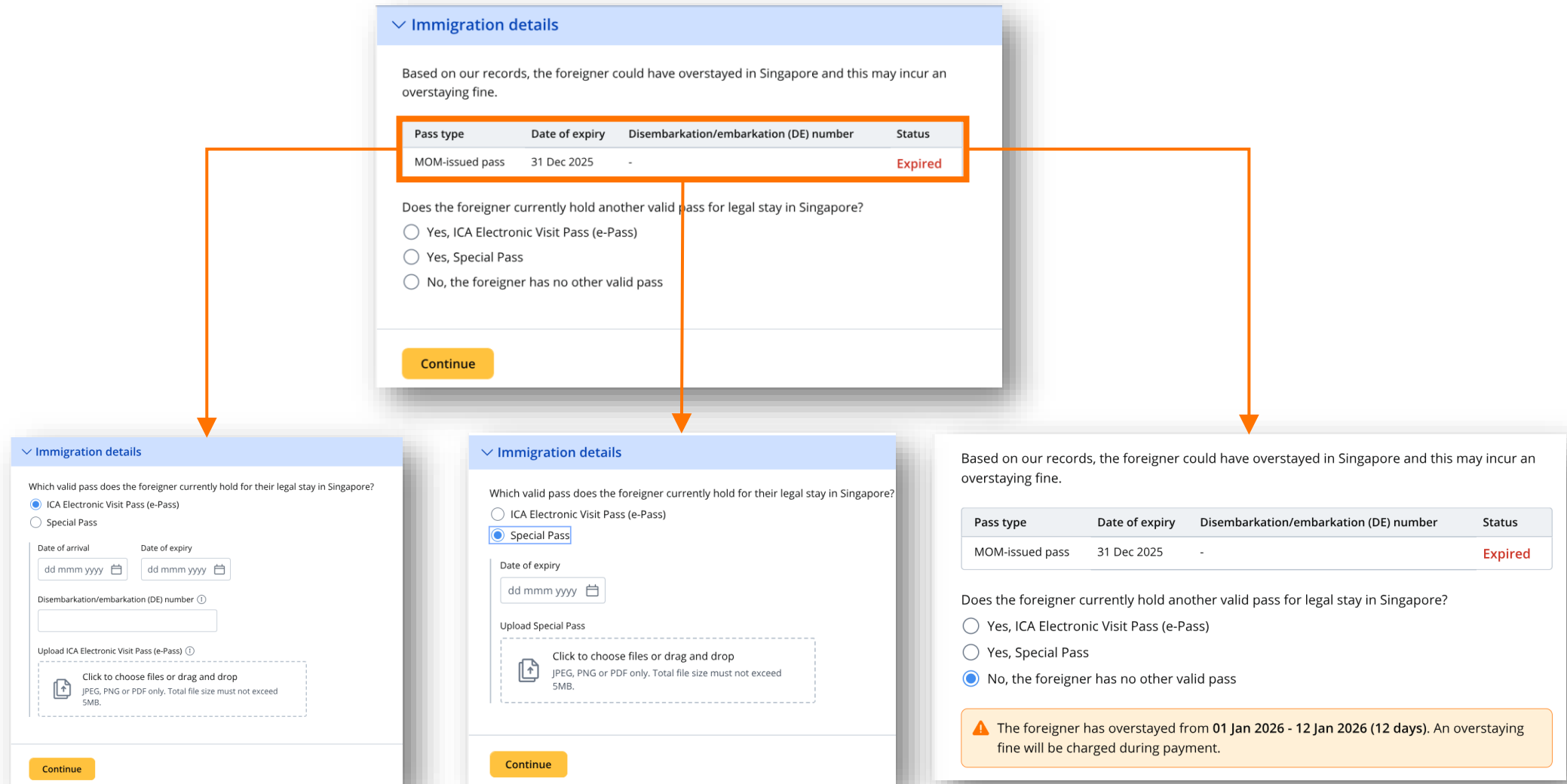
Medical examinations details

Date foreigner was examined
27 Apr 2026

Doctor has certified that the foreigner is medically
Fit for employment

Continue

7. If there is no valid stay for the worker, confirm if the worker is holding another valid pass for legal stay in Singapore



8. Update card delivery details

Employer's view

Card delivery details

Delivery address

To ensure a successful and secure card delivery:

- Provide up to 3 authorised recipients.
- Have authorised recipient present their photo ID for verification.
- Consider choosing an office address, as we only deliver during office hours.

Delivery address:

Last used address
1 SELETAR EAST RING, #02-991, SINGAPORE 555303

Employer's registered address
YISHUN RING ROAD, #01-39, SINGAPORE 760200

Add a new address

Authorised recipient(s)

You are encouraged to assign 3 authorised recipients to increase the chances of a successful card delivery.

Name	Identification type	Identification number	Email address (Optional)	Mobile number	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	+65 <input type="text"/>	<input type="button" value="Clear"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	+65 <input type="text"/>	<input type="button" value="Clear"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	+65 <input type="text"/>	<input type="button" value="Clear"/>

Employment Agency's view

Card delivery details

Delivery address

To ensure a successful and secure card delivery:

- Provide up to 3 authorised recipients.
- Have authorised recipient present their photo ID for verification.
- Consider choosing an office address, as we only deliver during office hours.

Delivery address:

Employer's last used address
1 SELETAR EAST RING, #02-991, SINGAPORE 555303

Employment agency's last used address
13 TOA PAYHOH HUB, #01-39, SINGAPORE 760200

Employer's registered address
YISHUN RING ROAD, #01-39, SINGAPORE 760200

Employment agency's registered address
YISHUN RING ROAD, #01-39, SINGAPORE 760200

Add a new address

Authorised recipient(s)

You are encouraged to assign 3 authorised recipients to increase the chances of a successful card delivery.

Name	Identification type	Identification number	Email address (Optional)	Mobile number	
Mui Keng Cheam	NRIC	S9876543G	muiheng@meltemasia.com.sg	+65 87654321	<input type="button" value="Clear"/>
Jenny Lee	NRIC	S9765431G	jenny@meltemasia.com.sg	+65 86543210	<input type="button" value="Clear"/>
Richard Tan	NRIC	S9938384J	richard@meltemasia.com.sg	+65 89838374	<input type="button" value="Clear"/>



9. Update worker's educational qualifications


Examples of information required based on worker's profile:

▼ Educational qualifications

i For Sijil Pelajaran Malaysia (SPM) certificate, if you do not have the certificate yet, we accept the result slip if it was issued this or last year.

Highest qualification based on Work Permit application
Secondary 4

Upload educational qualifications

 Click to choose files or drag and drop
JPEG, PNG or PDF only. Total file size must not exceed 5MB.


Continue

▼ Educational qualifications

Highest qualification based on Work Permit application
Secondary 4

Is the foreigner's diploma or degree from China?
 Yes No

Upload verification proof

 Click to choose files or drag and drop
JPEG, PNG or PDF only. Total file size must not exceed 5MB.

[Learn more about the verification proof.](#)


Continue

▼ Educational qualifications

i For higher qualifications such as Diploma and above, upload the higher qualification's certificate and transcript stating the course duration. Upload the Sijil Pelajaran Malaysia (SPM) certificate if you are unable to provide the higher qualifications.

Highest qualification based on Work Permit application
Diploma

Upload educational qualifications

 Click to choose files or drag and drop
JPEG, PNG or PDF only. Total file size must not exceed 5MB.

Continue

10. Confirm Work Permit details and notification details, and acknowledge the relevant declaration clauses at the summary page

Work Permit details

Issuance **2** Summary **3** Payment

Work Permit details

Pass type	Work Permit
Work Permit number	0 6000000
Date of Work Permit expiry	4 May 2028

⚠ This Work Permit duration is less than 2 years
It is shorter as the foreigner's travel document is expiring soon. If you wish to obtain a full Work Permit duration, please renew the foreigner's travel document.

Start date of Temporary Work Permit	30 Apr 2026
-------------------------------------	-------------

I acknowledge that a non-refundable issuance fee will be imposed regardless of the Work Permit duration.

Employment information

Employing organisation	CRESCENT EATING HOUSE PTE LTD (1997078H-PTE-01)
Foreigner's full name	WANG DA MING
FIN	F1234567G
Security bond number	1234567890
Date of security bond expiry	4 Mar 2028
Skill level	Basic-skilled (R2)

If your work permit duration is less than 2 years, you will be prompted on things to take note of.

Notification details and Declaration

Notification details

We will use these contact details to notify you if we need more documents or clarifications regarding your issuance request.

Email

This email address will be used only for this transaction. To ensure you receive all important emails, update your registered email in [Work Permit \(WP\) Online 'Manage User Account'](#).

Contact number

Declaration

Please read and acknowledge the following:

- I am authorised by the employer to make this declaration.
- All the information and documents I have submitted for this request are true and correct to the best of my knowledge and belief. I made it knowing that I will be liable to prosecution and administrative action if I have stated in it anything which I know to be false or do not believe to be true.
- The employer has purchased [medical insurance](#) with the minimum specified coverage in respect of the foreigner, in accordance with the Employment of Foreign Manpower (Work Passes) Regulations 2012.
- I confirm that the foreigner consents to the display of his/her pass information when the pass card is scanned using the MOM's mobile application on passes.
- By submitting this form, I confirm that the foreigner consented to the collection and use of the information in the form by the Government of Singapore, and consented to the sharing of that information with other government and non-government agencies, for such purposes as are relevant to that agency.
- I understand that the employer may be prosecuted and its work pass privileges may be withdrawn if the employer does not comply with the Government's requirements in accordance with any written law, advisory, guideline or other similar instrument by any competent authority.
- I confirm that the employer has purchased a [Primary Care Plan \(PCP\)](#) for this foreign employee and I understand that the employer must maintain payments for the Primary Care Plan, as required by the Employment of Foreign Manpower (Work Passes) Regulations 2012.
- Where the foreign employee is found to have one or more medical conditions or abnormal findings from the medical examination required by the Controller of Work Passes, I confirm that the employer is aware of the condition(s) and still wishes to proceed with employing the foreign employee.

I declare that all of the above is true.

[Proceed to pay](#)

You will also be required to review and acknowledge the relevant medical declaration clauses pertaining to your worker.



11. Complete issue fee payment at payment page

Progress: Issuance (✓) Summary (✓) **3 Payment**

Payment


Issuance fee	\$35
Total amount	\$35

Payment method

Visa/Mastercard
 GIRO

Name on card

Card number

Expiry date CW
 

[Proceed to pay](#)



12. Download the issue record and OS fine bill (if applicable) after completing the issue process.

myMOM Portal > Quick Menu >

Issue a Work Permit

WANG DA MING (F1234567G)

✔ Issuance request submitted successfully

Full name	WANG DA MING
FIN	F1234567G
Work Permit number	0 60000000
Pass type	Work Permit
Date of issue	4 May 2026
Date of Work Permit expiry	4 May 2028
Payment required	Issuance fee -- \$35
Total amount paid	\$35
Payment method	GIRO
Date and time submitted	4 May 2026, 11:07 AM (GMT+0800)

[Download acknowledgement and form summary \(PDF, ~200KB\)](#)

You will receive an email acknowledgement with a notification letter and a summary of the issuance request.

You will be notified if we need more documents. Relevant next steps are outlined below.

Book an appointment for card registration

Book an appointment for the foreigner to report for card registration at MOM Services Centre - Hall C within the next 7 days. Visiting the MOM Services Centre is by appointment only.

During registration, we will:

- Capture your worker's fingerprints
- Take their photograph
- Register them for a Singpass account
- Set up the [SGWorkPass](#) app on their mobile phone

Inform your worker to bring along their mobile phone with both Singpass and SGWorkPass downloaded for the registration.

To book an appointment for a group of workers, you can do so after you have submitted the issuance request for the last worker.

[Book appointment](#)

You will receive an email acknowledgement with a notification and a summary of the Work Permit issuance request.

You will also need to book an appointment for card registration.



Using Work Permit eService to view transaction details from 4 May

1. After logging in using Corppass, there are two ways to access transaction details within Work Permit eService on myMOM Portal

Method 1: Table of Work Passes

Ministry of Manpower Home Work Passes Workforce Insights Workplace Safety and Health Announcements eServices Profile

Application / Appeals (21) Pending issuance (20) Existing / Expired passes (5) Expiring passes (0) Advanced search

Enter name, FIN or Work Permit number Search Download all (CSV, ~2.6kb)

Name	FIN / Work Permit number	Date of application / appeal	Pass type	Submitted by	Status	Action
WANG DA MING	0 1234567	18 Mar 2026	Work Permit	ANNA TAN	Pending	Select action View details
AHMAD MOHAMMAD	0 1234568	18 Mar 2026	Work Permit	ANNA TAN	Pending	Select action
RAJA ABDULLAH	0 1234569	30 Jan 2026	Work Permit	ANNA TAN	Pending	Select action
SIEOW LI LI	0 1234566	30 Jan 2026	Work Permit	ANNA TAN	Rejected	Select action
CHEN MING	0 1234565	30 Jan 2026	Training Work Permit	ANNA TAN	Rejected	Select action

1 to 5 of 21 < Prev 1 2 ... 5 Next >

Note: If you have recently performed a transaction and do not see a record, please refresh this page after 15 minutes.

Method 2: Quick Menu

Ministry of Manpower Home Work Passes Workforce Insights Workplace Safety and Health Announcements eServices Profile

Application / Appeals (21) Pending issuance (20) Existing / Expired passes (5) Expiring passes (0) Advanced search

Enter name, FIN or Work Permit number Search Download all (CSV, ~2.6kb)

Name	FIN / Work Permit number	Date of application / appeal	Pass type	Submitted by	Status	Action
WANG DA MING	0 1234567	18 Mar 2026	Work Permit	ANNA TAN	Pending	Select action View details
AHMAD MOHAMMAD	0 1234568	18 Mar 2026	Work Permit	ANNA TAN	Pending	Select action
RAJA ABDULLAH	0 1234569	30 Jan 2026	Work Permit	ANNA TAN	Pending	Select action
SIEOW LI LI	0 1234566	30 Jan 2026	Work Permit	ANNA TAN	Rejected	Select action
CHEN MING	0 1234565	30 Jan 2026	Training Work Permit	ANNA TAN	Rejected	Select action

1 to 5 of 21 < Prev 1 2 ... 5 Next >

Note: If you have recently performed a transaction and do not see a record, please refresh this page after 15 minutes.

Ministry of Manpower BAKER HUGHES SERVICES

myMOM Portal >

Welcome, what would you like to do?

Start a transaction

I am transacting for
Work Permit

I want to
Action
View details

For this foreigner
Search by application number
Search by Work Permit number
Continue

2. View details of Work Permit application

a) Status of application outcome

b) Relevant information to application process

c) Next steps to expect after completing application

MINISTRY OF MANPOWER ANNA TAN DEF EMPLOYMENT PTE LTD (494945421H-PTE-01) Log out

myMOM Portal > Quick Menu >

View details

WANG DA MING (F1234567G), ABC CONSTRUCTION PTE LTD (199301778H-02...)

Your application is approved in principle

Employing organisation	ABC CONSTRUCTION PTE LTD (199301778H-PTE-01)
Full name	WANG DA MING
FIN	F1234567G
Work Permit number	0 12345678
Pass type	Work Permit for migrant worker
Application number	A000001001100
Date of application	01 Jul 2025
Status	Approved
Date of IPA expiry	03 Oct 2025
Date of application outcome	03 Jul 2025
Application organisation	DEF EMPLOYMENT PTE LTD (494945421H-PTE-01)
Applied by	ANNA TAN

All dates are based on Singapore time (GMT +0800).

[Download submitted application \(PDF, ~100KB\)](#)

Details of Temporary Work Permit (TP)

The foreigner has been granted a TP for as long as the IPA is valid. They may start work while the pass is being issued. Please note that the TP does not grant legal stay. Relevant levy will be charged from the date the TP is granted.

[Download Temporary Work Permit letter \(PDF, ~70KB\)](#)

Before requesting to issue the pass

Remember to	Status
Ensure your bank or insurer has submitted your purchased security bond to MOM. It may take 1-2 working days to be updated after purchase.	Incomplete
Ensure the foreigner has attended the Onboard centre appointment/ Settling-in Programme (SIP).	Incomplete
Ensure the foreigner has attended the Construction Safety Orientation Course (CSOC) or Apply Workplace Safety and Health in Construction Sites. It may take 1 working day to be updated after attendance.	Incomplete
Ensure the foreigner has completed their medical exam and the results submitted by the medical provider to MOM.	Incomplete
Check the in-principle approval (IPA) letter(s) for any other instructions and that all details are correct.	Check before proceeding

Last updated on 04 Aug 2025.

If you intend to request for issuance

Complete all the steps in the IPA and get the pass issued before 03 Oct 2025.

If you need more time, extend the IPA validity at least 7 days before the current IPA expires.

However, if the foreigner is already in Singapore, request for a Special Pass instead and the IPA will be extended automatically.

[Request pass to be issued](#)

[Download IPA - Worker's copy \(PDF, ~70KB\)](#)

[Download IPA - Employer's copy \(PDF, ~50KB\)](#)

[Download Work Permit application form \(PDF, ~50KB\)](#)

If you do not intend to request for issuance

Cancel the IPA and send the foreigner home. The foreigner is not permitted to work without a valid Work Permit.

What do you want to do next?

- Go to myMOM Portal
- Go to Quick Menu
- For more information, please visit MOM website

d) Document download for

- Application record
- Post-application follow-ups, including IPAs for work permit issuance

View details

TEST LAMBDA (0 95235670)

Your appeal is being processed

Employing organisation	ABC CONSTRUCTION PTE LTD (199301778H-PTE-01)
Full name	WANG DA MING
Work Permit number	0 12345678
Pass type	Work Permit for migrant worker
Application number	A0000001001100
Date of application	22 Jan 2025
Status	Pending
Date of application outcome	22 Jan 2025
Application organisation	DEF EMPLOYMENT PTE LTD (494945421H-PTE-01)
Applied by	ANNA TAN
Date of latest appeal	27 Jan 2025
Latest appeal organisation	DEF EMPLOYMENT PTE LTD (494945421H-PTE-01)
Latest appeal by	ANNA TAN

- [Download latest submitted appeal \(PDF, -100KB\)](#)
- [Download submitted application \(PDF, -100KB\)](#)

All dates are based on Singapore time (GMT +0800).

Reason(s) the outcome is pending

We have received your appeal. We need about 3 weeks from the date of appeal to process this case. It may take longer if we need more information.

We will notify you by email once a decision is made or if we need more documents.

Reason(s) for application outcome

Reason(s)
The worker is not from an approved source country/region for this industry. For details of approved sources for different industries, please refer to MOM website (http://www.mom.gov.sg). Please recruit another worker.

[Hide past outcome\(s\) ^](#)

What do you want to do next?

- [Go to myMOM Portal](#)
- [Go to Quick Menu](#)
- [For more information, please visit MOM website](#)

3. View details of application appeal

a) Status of appeal outcome

c) Document download for

- Appeal record

b) Next steps to expect after completing appeal submission

4. View details of Work Permit issue

a) Status of issue outcome

The pass has been issued

Employing organisation	CRESCENT EATING HOUSE PTE LTD (1997078H-PTE-01)
Full name	WANG DA MING
FIN	F1234567G
Work Permit number	0 12345678
Pass type	Work Permit for migrant worker
Application number	A000001001100
Date of application	01 Feb 2026
Status	Issued
Date of expiry	04 May 2028
Date of application outcome	03 Feb 2026
Application organisation	CRESCENT EATING HOUSE PTE LTD (1997078H-PTE-01)
Applied by	ANNA TAN
Date of issuance request	04 May 2026
Issuance request organisation	CRESCENT EATING HOUSE PTE LTD (1997078H-PTE-01)
Issuance requested by	ANNA TAN

- Download submitted issuance request (PDF, ~70KB)
- Download submitted application (PDF, ~100KB)

c) Document download for

- Issue record
- Post-issue follow-ups

b) Next steps to expect after getting the Work Permit issued

After issuance

Check the notification letter which explains what the pass holder will need to do next.
If the pass holder needs more time, you may request to [extend the validity](#) of this letter.

Download issuance notification letter (PDF, ~156KB)

What happens next	Status
Register worker for fingerprint and photo taking at MOM Services Centre (Hall C). You are encouraged to do so within 7 working days.	Incomplete
Document verification by MOM.	Pending
Get your Work Permit card. Go to Work Permit (WP) Online 'Enquire' > 'Card collection/delivery status' for details.	Awaiting completion of steps above

If you no longer wish to employ this pass holder

You must [cancel this pass](#) within 1 week after the pass holder's last day of notice. Levy will be charged until 1 day before the pass is cancelled.

What do you want to do next?

- Go to [myMom Portal](#)
- Go to [Quick Menu](#)
- For more information, please visit [MOM website](#)

5. View details of Work Permit cancellation

a) Status of cancellation outcome

b) Next steps to expect after cancelling Work Permit

A Singapore Government Website

MINISTRY OF MANPOWER

ANNA TAN | DEF EMPLOYMENT PTE LTD (494945421H-PTE-01) | Log out

myMOM Portal > Quick Menu >

View details

WANG DA MING (F1234567G), ABC CONSTRUCTION PTE LTD (199301778H-02...

The pass has been cancelled

Employing organisation	ABC CONSTRUCTION PTE LTD (199301778H-PTE-01)	Download submitted cancellation (PDF, ~50KB)
Full name	WANG DA MING	Download submitted issuance request (PDF, ~70KB)
FIN	F1234567G	Download submitted application (PDF, ~100KB)
Work Permit number	0 12345678	
Pass type	Work Permit for migrant worker	
Application number	A000001001100	
Date of application	01 Jul 2025	
Status	Cancelled	
Date of application outcome	03 Jul 2025	
Application organisation	DEF EMPLOYMENT PTE LTD (494945421H-PTE-01)	
Applied by	ANNA TAN	
Date of issuance request	09 Jul 2025	
Issuance request organisation	DEF EMPLOYMENT PTE LTD (494945421H-PTE-01)	
Issuance requested by	ANNA TAN	
Date of cancellation	24 Aug 2025	
Cancellation organisation	DEF EMPLOYMENT PTE LTD (494945421H-PTE-01)	
Cancelled by	ANNA TAN	

All dates are based on Singapore time (GMT +0800).

If the foreigner is in Singapore

Settle all outstanding employment matters that may arise, and have a discussion and written agreement with the foreigner before arranging for repatriation. If the foreigner is required to remain in Singapore or you need more time to send them home, [request for a Special Pass](#).

Otherwise, you will be charged an overstaying fine and face possible prosecution if the foreigner is in Singapore without a legal stay.

If you are aware that the worker is required by the authority, check details of their legal stay with your [SGWorkPass app](#).

If the foreigner has departed or is not in Singapore

No further action is needed.



6. View details of Work Permit renewal

a) Status of expiring work permit

b) Next steps to expect for Work Permit renewal

A Singapore Government Website ANNA TAN DEF EMPLOYMENT PTE LTD (494945421H-PTE-01) Log out

myMOM Portal > Quick Menu >

View details

WANG DA MING (F1234567G), ABC CONSTRUCTION PTE LTD (199301778H-PTE-01)

The pass is expiring soon

Employing organisation	ABC CONSTRUCTION PTE LTD (199301778H-PTE-01)
Full name	WANG DA MING
FIN	F1234567G
Work Permit number	0 12345678
Pass type	Work Permit for migrant worker
Application number	A0000001001100
Date of application	06 May 2025
Status	Issued
Date of expiry	25 Jun 2026
Date of application outcome	06 May 2025
Application organisation	DEF EMPLOYMENT PTE LTD (494945421H-PTE-01)
Applied by	ANNA TAN
Date of issuance request	11 May 2025
Issuance request organisation	DEF EMPLOYMENT PTE LTD (494945421H-PTE-01)
Issuance requested by	ANNA TAN

All dates are based on Singapore time (GMT +0800).

[Download submitted issuance request \(PDF, ~70KB\)](#)

[Download submitted application \(PDF, ~100KB\)](#)

If you intend to renew the pass

1 A short Work Permit extension was granted. The new date of Work Permit expiry is 25 Jun 2026.

Check if the pass holder is eligible for renewal and renew the pass 7 to 12 weeks before it expires.

If you need more time to renew the pass, request for a [short Work Permit extension](#).

[Check Renewable / Non-Renewable List](#)

If you do not intend to renew the pass

Cancel the pass on the pass holder's last day of notice. Levy will be charged until 1 day before the pass is cancelled.

[Download short Work Permit extension letter \(PDF, ~70KB\)](#)

[Download submitted short Work Permit extension request \(PDF, ~70KB\)](#)

Your last issuance

Check the notification letter which explains what the pass holder will need to do next.

If the pass holder needs more time, you may request to [extend the validity](#) of this letter.

What happens next	Status
Register worker for fingerprint and photo taking at MOM Services Centre (Hall C). You are encouraged to do so within 7 working days.	Incomplete
We need to verify some documents from you. Please check the requested documents and resubmit them under 'Re-Submit Document' in Work Permit (WP) Online.	Resubmit documents
Get your Work Permit card.	Awaiting completion of steps above

[Download issuance notification letter \(PDF, ~156KB\)](#)

What do you want to do next?

- Go to myMOM Portal
- Go to Quick Menu
- For more information, please visit MOM website

c) Document download for

- Application record
- Renewal follow-ups





For more information on
Work Permit transactions and processes,
please refer to FAQs here



For enquiries related to
Work Permit eService enhancements,
please drop your question by 11 May 2026

Thank you