



SIM MENG WAH
1E GREEN LANE
SINGAPORE 438891



14 Jul 2017



Your helper's work permit has been renewed

PAYMENT REFERENCE
23643EB4964E18

RECEIPT NO
R00000701240

HELPER'S NAME
PO LIAN CHIT

FIN
G2677900L

Dear SIM MENG WAH

This letter confirms that you can keep your helper. Her new work permit will expire on 22 Jul 2019.

There is a letter with this one that you need to print and give to your helper. It acts as a temporary work permit while you wait for your helper's new permit.

MOM will send your helper a new work permit in the next four to five days, once we have checked all the information in your renewal application. The new permit will only be released to any of the authorised recipients whom you have named. We will send you an SMS one working day before we deliver the permit.

MOM is unable to accept requests to change delivery times. However, if we fail the first time, we will try to deliver the permit again a few days later — we will send you another SMS. If we are unable to deliver after two attempts, you will be asked to collect the permit from the MOM Services Centre in Bendemeer.

You can check the status of your delivery through Work Permit Online. Click Enquire > Card Delivery / Collection Status.

Yours sincerely

Pansy Chow
For the Controller of Work Passes



PO LIAN CHIT
C/O SIM MENG WAH
1E GREEN LANE
SINGAPORE 438891



093672461060715

For Immigration Use (To clear by FIN)



G2677900L

14 Jul 2017

This letter allows you to stay and work in Singapore

Dear PO LIAN CHIT

Your employer has renewed your work permit with MOM.

MOM will send you your new work permit in the next four to five days after we have checked everything in your application. We will send your employer an SMS one working day before we deliver your card.

Before you get your new permit, this letter allows you to stay and work in Singapore. It is valid until 12 Aug 2017. You will need to show this letter at Immigration if you leave the country before your new permit arrives.

You must return your old permit to us by 21 Jul 2017. Please post it to the *Work Pass Division, Ministry of Manpower, 18 Havelock Road, Singapore 059764*.

Yours sincerely

Pansy Chow
For the Controller of Work Passes

HELPER'S NAME
PO LIAN CHIT

FIN
G2677900L

NEW WORK PERMIT EXPIRY DATE
22 JUL 2019

DATE OF BIRTH
06 APR 1988

GENDER
FEMALE

NATIONALITY
MYANMAR

PASSPORT NO
MB186182

PASSPORT EXPIRY DATE
17 JUN 2020

EMPLOYER'S NAME
SIM MENG WAH

OCCUPATION
FOREIGN DOMESTIC WORKER




Authorisation Form for Foreign Domestic Worker Work Pass Transactions

This authorisation letter shall only be valid for 14 days from the date of employer's authorisation, and only applies to the application / renewal / transfer / cancellation of the foreign domestic worker(s) listed below. To ensure proper authorisation, employers are to indicate **NA** for rows that are not filled.

*The softcopy of this form contains macros and can only be used with MS Word 2007 version or later. Please print out the PDF version and fill it in hardcopy if you do not have the required software.

Declaration by Employer

Employer Name	Sim Meng Wah
NRIC No./ FIN	S0753734D
Contact No.	98577955
Signature and Date	 13.7.17

S/N	Name of Foreign Domestic Worker(s)	Passport / FIN / WP No.	Authorised Transaction
1	PO Gior Chit	0 93672461	Renewal
2			

☒ I hereby declare that I am authorising United Channel Employment Agency Pte Ltd (Name and licence no. of employment agency) to perform the above work pass transaction(s) on my behalf.

Fill in only if applicable.

☐ I hereby authorise _____ (Full name as in NRIC/Passport), _____ (NRIC/Passport No.), to submit this authorisation form on my behalf. A copy of the representative's NRIC/Passport is enclosed with this authorisation form.

Declaration by EA

- ☒ I have spoken to and verified with employer to confirm his / her authorisation.
- ☐ I have spoken to and verified with employer that the person submitting this form to the EA is authorised to do so on behalf of the employer.
- ☐ I declare that I have ensured all necessary fields are filled in prior to making the abovementioned work pass transactions.
- ☒ I declare that the information provided on this form is true and correct.

Name of EA personnel

Registration No.

Signature and Date

Palma Sheron Sauncion
E11107865

13.7.17



Use this form only if you are an employment agent acting on behalf of an employer

Declaration by the employer:

1. In order to renew a work pass under the Employment of Foreign Manpower Act ("EFMA"), I declare that:
 - a. I am fully aware of and shall fulfil my obligations as an employer of a foreign domestic worker under the EFMA and the Employment of Foreign Manpower (Work Passes) Regulations ("EFMR") which includes the following:
 - Pay her salary promptly
 - Pay for her upkeep and maintenance, including medical treatment
 - Provide acceptable accommodation for her
 - Should she die while in Singapore, pay for her burial or cremation and pay for her body and belongings to be returned to her home
 - Take her to the Controller of Work Passes when required by MOM
 - Inform the Controller of Work Passes in writing within seven days when her employment ends or her work pass is cancelled
 - Arrange and pay for her passage home, after giving her reasonable notice, and paying her outstanding salary.
 - b. I shall take reasonable steps to ensure that my foreign domestic worker complies with the EFMA and the EFMR; and such steps shall include reporting to the Controller of Work Passes if I know that she is non-compliant; and
 - c. I have obtained my foreign domestic worker's written consent to continue her employment with me.
2. When a new security bond is needed, I declare that:
 - a. I have furnished my security bond as follows:

Policy Number	Expiry Date (DD-MM-YYYY)
---------------	--------------------------
 - b. I understand that the Controller of Work Passes has imposed on me a security bond for the sum of FIVE THOUSAND SINGAPORE DOLLAR (SGD 5,000) payable to the Government of the Republic of Singapore to ensure that I comply with my obligations under the EFMA and the EFMR [including those in 1(a) above];
 - c. I understand that if I breach any of my obligations as an employer of a foreign domestic worker, my Security Bond may be forfeited fully or in part. I also understand that if there is only partial forfeiture, the Government of the Republic of Singapore may forfeit the rest at a later point in time for the same breach or a different breach.
3. By signing this form, I indicate that I have read and understood this declaration; and intend to be bound by it. I am aware that if I have wilfully stated in it anything which I know to be false or do not believe to be true, I may be prosecuted.

Name of foreign domestic worker
Po Lian chit

Name of employer
Sim meng wah

NRIC / FIN
S0753734D

FIN of foreign domestic worker

G2677900L

Signature of employer



Date (DD-MM-YYYY)

13 JUL 2017

Underwritten by:



TOKIOMARINE

TOKIO MARINE INSURANCE SINGAPORE LTD
20 McCallum Street #09-01
Tokio Marine Centre Singapore 069046
Tel: +65 62216111 Fax: +65 63242180
Web: www.tokiomarine.com.sg
Company's Registration No. 192300014M

For Enquiries / Documentations / Claims Handling, please contact:



AVA INSURANCE AGENCY PTE LTD
91 Bencoolen Street #09-06
Sunshine Plaza Singapore 189552
Tel: +65 65356838 / 64636136
Fax: +65 65356828 / 64635021
Web: www.ava-ins.com.sg
Company's Registration No. 201113230C

Domestic Mail Insurance

UNITED CHANNEL EMPLOYMENT AGENCY PTE LTD (KT1)

Certificate No. DZA168902

The Insured : SM MENG WAH

The Address : 1E GREEN LANE SINGAPORE 438891

The Beneficiary : The Estate of the Insured Person named below in respect of Section 1A and 1B only.

The Insured Person : PO LIAN CHIT

Date of Birth : 06/04/1988

Passport No : MB186182

Nationality : MYANMAR

The Period of Insurance : 23/07/2017

to 22/09/2019

Or until cessation of the employment whichever is the earlier.

Section	Coverage	Limit
1.	Personal Accident	
	(A) Death	S\$40,000
	(B) Permanent Disablement	As per scale in Policy
	(C) Medical Expenses	S\$1,000
2.	Hospital & Surgical Expenses	S\$30,000 (Annual Limit: S\$15,000) (Worldwide)
4.	Repatriation Expenses	Up to S\$10,000
11.	Reimbursement of Indemnity paid to Insurer (excess S\$250)	Not Covered

Premium : S\$230.00

GST : S\$16.10

Premium (w/GST) : S\$246.10

Signed this 13/07/2017

Not valid unless countersigned

Authorised Representative
AVA Insurance Agency Pte Ltd

Tokio Marine Insurance Singapore Ltd

A.K. Cher
CEO and Managing Director

Underwritten by



TOKIO MARINE

TOKIO MARINE INSURANCE SINGAPORE LTD
20 McCallum Street #09-01
Tokio Marine Centre Singapore 069046
Tel: +65 62216111 Fax: +65 63242180
Web: www.tokiomarine.com.sg
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For Enquiries / Documentations / Claims Handling, please contact



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Sunshine Plaza Singapore 189052
Tel: +65 65356838 / 64636136
Fax: +65 65356828 / 64635021
Web: www.ava-ins.com.sg
Company's Registration No. 201113230C

Ministry of Manpower
Singapore

Date : 13/07/2017

Letter of Guarantee No. DZA168902

Dear Sir,

Whereas SM MENG WAH

holder of employer's NRIC / Passport No S0753734D

1E GREEN LANE SINGAPORE 438891

(hereinafter called the Employer) by a Bond (hereinafter called the Security Bond) dated 23/07/2017 made under section 12 of Employment of Foreign Manpower (Work Passes) Regulations or section 21 of Immigration Regulations, undertake to ensure that the work pass/special pass holder whose particulars appear in the schedule to the Security Bond shall comply with all the conditions on which the pass was granted and which are set forth in the Security Bond and to observe further conditions imposed on him self in the Security Bond.

And whereas the Employer is required to deposit a sum of dollars Five Thousand only (\$\$5,000) to you as security under Security Bond.

And whereas, at our request, you have agreed to accept this guarantee in lieu of the said sum of \$\$5,000 in cash, upon the terms and conditions hereinafter set forth.

1. Now, we Tokio Marine Insurance Singapore Ltd having our registered office at 20 McCallum Street #09-01, Tokio Marine Centre Singapore 069046, in consideration of you having agreed, at our request, not to insist on cash deposit from the Employer as security under the Security Bond, hereby guarantee and undertake as principal debtors to pay to you at any time forthwith, on demand any sum or sums not exceeding in total the said sum of \$\$5,000. Our guarantee shall not be discharged by a demand of any sum by you resulting from a partial forfeiture of the Security Bond and you shall be entitled to demand any remaining sum resulting from any ensuring forfeiture of the remainder of the security.
2. On receiving from us the sum under Clause 1, you will be entitled to hold and use them as if they were the security deposit paid to you under the Security Bond.
3. We shall not be discharged or released from this guarantee by an alteration in the Employer obligations and liabilities under the Security Bond without your consent or by any forbearance shown towards him thereunder.
4. All requests for payments under Clause 1 shall be in writing and shall be made to us on or before 22/09/2019.
5. This guarantee shall be effective from 23/07/2017.

Yours faithfully
for and on behalf of
Tokio Marine Insurance Singapore Ltd

A.K. Cher
CEO and Managing Director

In the presence of

Joanne Huang
Assistant General Manager, Business Development



WORK PERMIT
Employment of Foreign Manpower Act (Chapter 91A)
Republic of Singapore

Employer Location
SIM MENG WAH
1E GREEN LANE S(438891)



Name
PO LIAN CHIT
Occupation
DOMESTIC WORKER

Work Permit No.
0 93672461

Date of Application
06-07-2015
Date of Issue
04-08-2015
Date of Expiry
22-07-2017



L5913110

VISIT PASS
Immigration Regulations

Name
PO LIAN CHIT



Date of Birth	Sex	Nationality
06-04-1988	F	MYANMAR
FIN	Date of Issue	Date of Expiry
G2677900L	04-08-2015	22-07-2017

MULTIPLE JOURNEY VISA ISSUED

**YOU ARE TO SURRENDER THIS CARD WHEN IT IS CANCELLED
OR HAS EXPIRED, OR WHEN A NEW CARD IS ISSUED TO YOU.**



Passport No
MB186182

Date of expiry
17 JUN 2020

Holder's signature

[illegible]



SIM MENG WAH
1E GREEN LANE
SINGAPORE 438891



23 May 2017

It's time to renew your helper's work permit

Dear SIM MENG WAH

Your helper's work permit will expire on 22 Jul 2017.

There are a few things you need to do if you want to keep her. Use the handy checklist over the page to make sure you have everything ready before you renew.

If you don't intend to renew your helper's permit, you will need to think about transferring her to another employer or sending her home. You can find out more about this at mom.gov.sg > Foreign Manpower > Work passes and permits > Work Permit for foreign domestic worker.

Yours sincerely

Pansy Chow
For the Controller of Work Passes

HELPER'S NAME
PO LIAN CHIT

FIN
G2677900L

WP NO
0 93672461

DATE OF APPLICATION
06 JUL 2015

SB TRANSMISSION NO
5144302

If you wish to keep your helper

- 1 If your address has changed recently, update the Police Post or ICA
- 2 Buy a new insurance package
- 3 Then go online to renew at services.mom.gov.sg/workpass/keepmyhelper

⚠ IMPORTANT

There may be an overstaying fine of up to \$500 if your helper's permit is not renewed, transferred or cancelled before 22 Jul 2017

RENEWAL OF WORK PERMIT / PASSPORT / VISA Documentation

**Note : Please make sure that all authorization
forms are filled and signed

(company stamp)

cti Bank master

* m_w_sim@yahoo.com

Date : 13.07.17

Package Fee : FOC

Official Receipt No. :

Insurance : Plan A

RIP : YES / NO

Name of Employer : Sim Meng Wah NRIC S07537340

Contact No. : (H) (HP) 98577955

Spouse :

Contact No. : (H) (HP)

Myanmar / Filipino / Indonesia

Name of FDW : Po Lian chit

Work Permit No. : 0 93672461

Date of Expiry : 22.07.2017

Passport No. : MB186182

Date of Expiry : 17.06.2020

Remarks / Special Instructions :

WP send to : IE Green Lane
S(438891)



NAME
MISS PO LIAN CHIT

PNR	DATE	SEQ	FLIGHT	SEAT
SGLF5Q	29 JUN 17	36	3K581	15E
FROM				
SINGAPORE	08:55			
TO				
YANGON	10:25			
			BOARD TIME	GATE
			08:25	

SSRS
BG30, OBEX, TIG

BOARDINGPASS



CHIT/POLIAN MISS
YANGON

