



THAIEXPRESS CONCEPTS PTE. LTD.  
2 ALEXANDRA ROAD  
#05-04  
SINGAPORE 159919

13 May 2013



## Your application is approved

### Please confirm the details below

If you have any changes, send them to us  
(with supporting documents) using iSubmit.  
We will tell you if you need to reapply.

Dear Sir/Madam

We are pleased to inform you that KEDAR NIKHIL NAMDEV's Training Employment Pass has been approved for 3 months. This In-Principle Approval is valid until **09 Nov 2013**.

This letter lists the employment details for you to confirm and the next steps you need to take so that a Training Employment Pass card can be issued.

Once your pass holder gets here, please complete all the steps on the next few pages before this IPA expires. Otherwise, we will withdraw the approval and you will need to send him home.

Yours sincerely

Penny Han (Mrs)  
Controller of Work Passes

FOREIGN EMPLOYEE'S NAME  
KEDAR NIKHIL NAMDEV  
DATE OF BIRTH  
31 JAN 1993  
SEX  
MALE  
NATIONALITY  
INDIAN  
PASSPORT NO  
K6968229  
FIN  
G5433706Q  
DATE OF APPLICATION  
07 MAY 2013  
OCCUPATION  
MANAGEMENT TRAINEE  
FIXED MONTHLY SALARY  
S\$850

#### IMPORTANT

You must comply with the conditions under the Employment of Foreign Manpower Act and conditions of the Training Employment Pass, as well as the Work Injury Compensation Act. Otherwise, we can cancel the Training Employment Pass, prosecute you and withdraw your permission to employ Training Employment Pass holders. You can read the rules at [www.mom.gov.sg](http://www.mom.gov.sg).



## What you need to do to get the Training Employment Pass card:

### Before they arrive

#### Send them the pass holder's copy of the IPA letter.

If they require a visa, the pass holder's IPA contains a pre-approved single journey visa for their use - a charge of S\$30 for a multiple journey visa (if applicable) will have to be made to MOM later.

#### Send them a copy of their employment contract.

This contract should state their salary and other terms of employment, such as how much home leave they are allowed and any monthly allowances and/or deductions.

### After they get here

#### Tell us your address in Singapore using EPOL.

You have not told us where they will live.

#### Login to EPOL to ask for their Training Employment Pass card to be issued. This will cost S\$150.

If you need help, search for the "Step-by-Step Guide to Issue Pass via EP Online" on the MOM website.

### ⚠ IMPORTANT

**This approval does not exempt the pass holder from compliance or registration required under the respective professions, for which professional registration to practise in Singapore is a prerequisite (e.g. medicine, dentistry, pharmacy, architecture, law, etc).**



**Have these documents ready before you ask for their Training Employment Pass card to be issued.  
(The pass holder should bring this page along when they report for card registration)**

- This In-Principle Approval letter.
- The pass holder's original passport / travel document.
- The original and completed Declaration Form duly signed by the pass holder, local Employer / Sponsor and if applicable, the Third Party user who submitted the application on behalf of the local employer / sponsor.
- If you are the new employer / sponsor of existing Work Pass, Dependant Pass or Long Term Visit Pass holders, they must cancel their current pass first before you can ask for their new pass to be issued.

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## Declaration Form

This form must be submitted during pass issuance. If there are any discrepancies in this Declaration Form, the correct information must be provided using iSubmit at [www.mom.gov.sg/isubmit](http://www.mom.gov.sg/isubmit) before the collection of the pass. The application will be re-assessed and we will inform you of the outcome.

### **PART A** DECLARATION BY FOREIGN EMPLOYEE

Name: KEDAR NIKHIL NAMDEV

FIN: G5433706Q

Date of Application: 07 MAY 2013

Date of Birth: 31 JAN 1993

Nationality: INDIAN

Educational details:

Country of Awarding Body/Institution/University: INDIA

Name of Awarding Body/Institution/University: UNIVERSITY OF MUMBAI, BOMBAY

Main Campus or Affiliating College Attended: UNIVERSITY OF MUMBAI, BOMBAY

Qualification: BACHELOR'S DEGREE

Faculty: HOTEL MANAGEMENT

Mode of study: FULL-TIME

Period of study: 01 SEP 2011 to -

Country of Awarding Body/Institution/University: INDIA

Name of Awarding Body/Institution/University: RJ THAKUR COLLEGE

Main Campus or Affiliating College Attended: MAIN CAMPUS

Qualification: HIGH SCHOOL EDUCATION

Faculty: NOT APPLICABLE

Mode of study: FULL-TIME

Period of study: 01 JUN 2009 to 30 JUN 2011

Name of Employer/Sponsor: THAIEXPRESS CONCEPTS PTE. LTD.

Occupation: MANAGEMENT TRAINEE

Fixed Monthly Salary (S\$): 850

I declare that:

- I have never been refused entry or deported from any country.
- I have never been convicted in a court of law in any country.
- I have never been prohibited from entering Singapore.
- I have never entered Singapore using a different passport issued by a different country.
- I have never entered Singapore using a different name.
- I have never been a citizen or permanent resident of Singapore.



- I have read and understood the conditions of Training Employment Pass in the Employment of Foreign Manpower (Work Passes) Regulations c.91A, available at MOM counters or at [www.mom.gov.sg](http://www.mom.gov.sg).

Declaration Details: Nil

I declare that I have not suffered from or am not suffering from AIDS or Tuberculosis, and am not infected with HIV.

I consent, for the purpose of assessing this Application for an Training Employment Pass and the administration of work pass matters,

- for the Government of Singapore and statutory authorities thereof to obtain from and verify information with any person, organization or any other source, and further,
- to the release of all information thereby obtained to the Government of Singapore, statutory authorities and their agents thereof.

I hereby give my consent for the Comptroller of Income Tax to verify my income stated in my current and renewal applications, based on my assessment record for the current Year of Assessment, for the Controller of Work Passes. In the event my assessment record for the current Year of Assessment is not available or finalized at the point of verification, I understand the Comptroller of Income Tax will verify my income against my assessment record for the two previous Years of Assessment. I also hereby give my consent for the Comptroller of Income Tax to thereafter communicate the results of the verification to the Controller of Work Passes.

I declare that the information in this Application for an Training Employment Pass, Declaration Form and any appeals are, to the best of my knowledge, true and correct; and that all documents submitted in support for this Application, Declaration Form and any appeals, are true copies of the originals.

Name of Foreign Employee:

Signature of Foreign Employee:

FIN:

Date

(DD-MM-YYYY)



## PART B DECLARATION BY EMPLOYER / LOCAL SPONSOR

I declare that I have read and understood the conditions and regulatory conditions of Training Employment Pass in the Employment of Foreign Manpower (Work Passes) Regulations available at MOM counters or on our MOM website and I further declare that I am authorised to bind THAIEXPRESS CONCEPTS PTE. LTD., the employer/sponsor or KEDAR NIKHIL NAMDEV to the following:

- The employer/sponsor shall keep copies of the education certificates of the foreign employee declared in this application for an Training Employment Pass for the duration of the foreign employee's employment with the employer/sponsor.
- Where the foreign employee has a diploma or degree from the People's Republic of China, the employer/sponsor has verified the authenticity using one of the following channels:
  - a. CHESICC - China Higher Education Student Information and Career Center (<http://job.chsi.com.cn>)
  - b. CDGDC - China Academic Degrees null Education Information (<http://www.cdgdc.edu.cn>)
  - c. Dataflow - (<http://www.dataflowgroup.com>)
 The employer/sponsor shall keep a printout of this verification throughout the foreign employee's employment.
- The employer/sponsor has ensured that the foreign employee fully understands the contents of Part A of the Declaration Form and that it was signed by the foreign employee.

The employer/sponsor, for the foreign employee named in Part A of this Declaration Form, undertakes to:

- bear responsibility for the foreign employee's upkeep and maintenance in Singapore.
- indemnify the Singapore Government for any charges or expenses which may be incurred by the Government in respect of the repatriation of the foreign employee or any of the foreign employee's dependants.
- provide all reasonable assistance to the foreign employee to comply with any quarantine and medical surveillance imposed on the foreign employee under Regulation 8(2A) and 8(4) of the Immigration Regulations c. 133.

I consent, for the purpose of assessing this Application for an Training Employment Pass and the administration of work pass matters,

- for the Government of Singapore and statutory authorities thereof to obtain from and verify information with any person, organisation or any other source; and further,
- to the release of all information thereby obtained to the Government of Singapore, statutory authorities and their agents thereof.

I declare that the information in this Application for a Training Employment Pass, Declaration Form and any appeals are, to the best of my knowledge, true and correct; and that all documents submitted in support for this Application, Declaration Form and any appeals, are true copies of the originals.



Name of Authorised Representative:	Organisation Stamp:
NRIC:	If you do not have a stamp, please attach a letter using your company letterhead to confirm that this representative is authorised.
Designation:	
Signature:	
Date <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (DD-MM-YYYY)	





KEDAR NIKHIL NAMDEV  
THAIEXPRESS CONCEPTS PTE. LTD.  
2 ALEXANDRA ROAD  
#05-04  
SINGAPORE 159919

13 May 2013



## Your application is approved

Dear KEDAR NIKHIL NAMDEV,

We are pleased to inform you that your Training Employment Pass application has been approved. We look forward to welcoming you to Singapore.

This letter serves as a single journey visa to enter Singapore. You need to show the entire letter to Immigration.

Your employer must ask for your Training Employment Pass to be issued by **09 Nov 2013**. Otherwise we will withdraw this approval.

Yours sincerely

Penny Han (Mrs)  
Controller of Work Passes

### What happens next?

Please follow these simple steps and get your Training Employment Pass. There are more detailed instructions on the next page(s).

#### CHECK YOUR DETAILS

Make sure the employment details overleaf are correct. If not, please inform your employer immediately.

#### COLLECT YOUR CARD

Make sure your employer arranges for your Training Employment Pass to be issued before 09 Nov 2013.

#### IMPORTANT

**This letter does not grant you stay in Singapore. You need to ask for your pass to be issued straightaway.**



### Check your employment details before you leave.

If you find a problem, please contact your employer straight away.

YOUR NAME <b>KEDAR NIKHIL NAMDEV</b>	DATE OF BIRTH <b>31 JAN 1993</b>	SEX <b>MALE</b>
NATIONALITY <b>INDIAN</b>	PASSPORT NO. <b>K6968229</b>	FIN NO. <b>G5433706Q</b>
DATE OF APPLICATION <b>07 MAY 2013</b>	OCCUPATION <b>MANAGEMENT TRAINEE</b>	MEDICAL REQUIRED <b>Not Applicable</b>
PERIOD GRANTED (MONTHS) <b>3</b>	EMPLOYER <b>THAIEXPRESS CONCEPTS PTE. LTD.</b>	
BASIC MONTHLY SALARY <b>S\$850 +</b>	FIXED MONTHLY ALLOWANCES <b>S\$0 =</b>	FIXED MONTHLY SALARY <b>S\$850</b>

### About your salary:

Your employer has declared that your fixed monthly salary of S\$850 will not vary from month to month and shall be paid to you regardless of performance on a monthly basis. It does not include overtime, bonus or commission.

**After  
you  
arrive**

**Once you are in Singapore,  
please get your employer to  
apply for your Training  
Employment Pass to be  
issued straight away.**

**Your Training Employment Pass  
is important because it allows  
you to work and stay in  
Singapore. It can also help you  
open a bank account or sign  
lease or service agreements.**

**Once your employer has asked  
for your Training Employment  
Pass to be issued, you will  
have to make an appointment  
to complete your card  
registration.**

**Please book your appointment  
as early as possible.**

### **▲ IMPORTANT**

**These steps must be completed or we will withdraw the approval and you have to leave Singapore. This approval does not exempt you from compliance or registration required under the respective professions, for which professional registration to practise in Singapore is a prerequisite (e.g. medicine, dentistry, pharmacy, architecture, law, etc).**



## Getting Ready

**Your employer has told us that you will be working at:**

2 ALEXANDRA ROAD  
#05-04  
SINGAPORE 159919

**Why not use the Internet to find your nearest supermarket or work out your journey to work? Singapore has safe, clean and efficient bus and commuter rail services.**

Find out more at  
[www.publictransport.sg](http://www.publictransport.sg).

## Learn about Singapore

**Singapore is a vibrant, multicultural, world-leading city state.**

English is the main spoken language for business, but most people speak at least one other. Crime rates are very low in Singapore and the law is enforced very strictly.

**Take a look at these sites to find out more:**

Immigration and customs	<a href="http://www.customs.gov.sg">www.customs.gov.sg</a>
Tourism, culture and events	<a href="http://www.yoursingapore.com">www.yoursingapore.com</a>
Moving to Singapore	<a href="http://www.contactsingapore.sg">www.contactsingapore.sg</a>
Expatriate information	<a href="http://www.entersingapore.info">www.entersingapore.info</a>

### **⚠ IMPORTANT**

**You must comply with the conditions under the Employment of Foreign Manpower Act. Otherwise, MOM can cancel the Training Employment Pass and you may be prosecuted and sent home.**