

## Application for Exemption from the Foreign Domestic Worker (FDW) Employers' Orientation Programme (EOP)

This form may take you 10 minutes to fill in.  
 You will need the following information to fill in the form:

- Employer's particulars
- Employer's sponsor's / spouse's / sponsor's spouse's / representative's particulars

### Important Notes:

- With effect from 1 April 2004, all first time FDW employers are required to attend the EOP before applying for a work permit for their FDW. We will consider your application if the conditions in item 2 below have been fulfilled and if one of the Reasons for Application as stated in item 3 below applies.
- If you are applying for an FDW with a sponsor, sponsors are required to attend the EOP on behalf of the employer, unless the sponsor/ sponsor's spouse is/ was an FDW employer. In non-sponsored applications, spouses (where applicable) or a representative (family member living in the same household as the employer) can attend the EOP on behalf of the employer.
- Applicants must indicate the reason for their application. Clear copies of the documents must be attached with this form.

Reasons for Application (Please tick the appropriate box)	Documents Required
<input type="checkbox"/> Employer suffers from chronic medical conditions	- Employer's NRIC / Passport - Sponsor's/ Sponsor's Spouse's/ Representative's NRIC / Passport - Medical documents/ letter from doctor - Sponsor's / Representative's Certificate of Attendance of EOP
<input type="checkbox"/> Employer is non-ambulant (e.g: physical disability)	
<input type="checkbox"/> Employer is 60 years of age or more and suffers physical discomfort	
<input type="checkbox"/> Employer has given birth within one month of date of exemption application	- Employer's NRIC / Passport - Spouse's NRIC / Passport - Birth Certificate of employer's child - Spouse's Certificate of Attendance of EOP
<input type="checkbox"/> Employer's spouse/ ex-spouse was an FDW employer	- Employer's NRIC/ Passport - Spouse's/ Ex-Spouse's NRIC/ Passport - Marriage Certificate/ Divorce Certificate

- Employers seeking to apply to be exempted from attending the EOP are encouraged to submit their application online (Online applications may be made at <http://www.mom.gov.sg> under "E-services"). Alternatively employers may also apply for exemption by faxing a completed copy of this form together with documents listed above to MOM at Fax: 6835-0730.
- Please note that online applications will be processed on the same day that the application is received. For faxed applications, MOM will notify the employer directly or through the Employment Agency/ employer of the application outcome only after 7 working days from receipt of the faxed application.
- Employers are advised to submit the FDW's Work Permit application only **AFTER** receiving approval for the EOP exemption from MOM. If the application is not successful, the employer must attend the EOP.

<b>Part I – Employer's Particulars</b>		
Name (as stated in the NRIC or passport) :		
Residential Address:		
Nationality:	NRIC No. / Passport No.:	Date of Birth:
<b>Part II – Sponsor's / Spouse's / Sponsor's Spouse / Representative Particulars (delete whichever inappropriate)</b>		
Name: (as stated in the NRIC or passport):		Relationship to Employer: <input type="checkbox"/> Sponsor <input type="checkbox"/> Others, pls specify:
Residential Address:		<input type="checkbox"/> Spouse                      _____
Date of Birth:	NRIC No. / Passport No.:	Sponsor/ Spouse/ Sponsor's Spouse is / was a FDW employer: <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Part III – Declaration by Employer</b>		
I declare that the information I have given in this application form is true and correct.		
_____ Date of Declaration	_____ Signature of Declarant	_____ Contact number(s)
<b>Part IV – Employment Agency's Particulars</b>		
Name of Employment Agency:	Office Tel No:	Fax: