



TOOKITAKI HOLDING PTE. LTD.
1 NORTH BRIDGE ROAD
#10-05
SINGAPORE 179094



31 Jul 2019



Your application is approved

Dear Sir/Madam

We are pleased to inform you that SATPATHY SRAVANI's Employment Pass has been approved for 24 months. This In-Principle Approval is valid until **27 Jan 2020**.

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

The pass must be issued before she can start work. This must be done before this IPA expires. Otherwise, we will withdraw the approval and you will need to send her home.

Yours sincerely

Penny Han (Mrs)
Controller of Work Passes

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.

FOREIGN EMPLOYEE'S NAME
SATPATHY SRAVANI

DATE OF BIRTH
07 JUL 1990

SEX
FEMALE

NATIONALITY
INDIAN

PASSPORT NO
J8323069

FIN
G1770386U

DATE OF APPLICATION
22 JUL 2019

OCCUPATION
SENIOR DATA SCIENTIST

▲ IMPORTANT

- You must comply with the conditions under the Employment of Foreign Manpower Act and conditions of the Employment Pass, as well as the Work Injury Compensation Act. Otherwise, we can cancel the Employment Pass, prosecute you and withdraw your permission to employ Employment Pass holders. You can read the rules at www.mom.gov.sg.
- This letter does not grant the pass holder's stay in Singapore. You must issue the pass before the pass holder's visit pass expires.



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

Next steps

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.

The address we have is:
8 LORONG 39 GEYLANG
#06-08 SIMS RESIDENCES
SINGAPORE 387882

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 Employment Pass card to be issued. A duplicate copy is printed on the pass holder's copy for them to bring during 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's 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.
- Ask for the Employment Pass or S Pass to be issued first, before you proceed with their Dependant's or Long Term Visit Passes.

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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 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: SATPATHY SRAVANI

FIN: G1770386U

Date of Application: 22 JUL 2019

Date of Birth: 07 JUL 1990

Nationality: INDIAN

Educational details:

Country of Awarding Body/Institution/University: INDIA

Name of Awarding Body/Institution/University: SIKSHA 'O' ANUSANDHAN, BHUBANESWAR

Main Campus or Affiliating College Attended: SIKSHA 'O' ANUSANDHAN, BHUBANESWAR

Qualification: BACHELOR'S DEGREE

Faculty: TECHNOLOGY

Mode of study: FULL-TIME

Period of study: 01 SEP 2009 to 30 MAY 2013

Country of Awarding Body/Institution/University: SINGAPORE

Name of Awarding Body/Institution/University: NATIONAL UNIVERSITY OF SINGAPORE

Main Campus or Affiliating College Attended: -

Qualification: MASTER'S DEGREE

Faculty: TECHNOLOGY

Mode of study: FULL-TIME

Period of study: 01 JAN 2018 to 07 JUN 2019

Name of Employer/Sponsor: TOOKITAKI HOLDING PTE. LTD.

Occupation: SENIOR DATA SCIENTIST

Fixed Monthly Salary (S\$): 6,100

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 Employment Pass in the Employment of Foreign



Manpower (Work Passes) Regulations c.91A, available at MOM counters or at 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 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 consent for the Government of Singapore and its statutory authorities to display my information on the Ministry of Manpower's work pass systems, and to disclose such information to any relevant person or organisation for the administration of matters relating to work pass and passes for dependants.

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 finalised 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 consent to the Ministry of Manpower displaying my pass details when my card is scanned using the Ministry of Manpower's work pass mobile application.

I understand that a SingPass will help me to access Government e-services in Singapore and I give my consent to the Ministry of Manpower to share my personal details with the SingPass issuing agency. This allows me to apply for a SingPass account at a later time if I am eligible for a SingPass.

I give my consent for the Ministry of Manpower to use my contact details to contact me during emergencies and to send me messages related to my work pass and employment in Singapore. I also consent for the Ministry of Manpower to share my contact details with other Government agencies and statutory authorities for the same purposes.

I declare that the information in this Application for an 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.



MINISTRY OF
MANPOWER

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 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 TOOKITAKI HOLDING PTE. LTD., the employer/sponsor or SATPATHY SRAVANI to the following:

- The employer/sponsor shall keep copies of the education certificates of the foreign employee declared in this application for an 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 and Graduate 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 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 consent to the Ministry of Manpower displaying pass details when the pass holder's card is scanned using the Ministry of Manpower's work pass mobile application.

I declare that the information in this Application for a 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:

SUSAN NG SHU XUAN

NRIC: S93489 72A

Designation: HR EXECUTIVE

Signature:

Organisation Stamp:



If you do not have a stamp, please attach a letter using your company letterhead to confirm that this representative is authorised.

Date

06 08 2019

(DD-MM-YYYY)

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SATPATHY SRAVANI
TOOKITAKI HOLDING PTE. LTD.
1 NORTH BRIDGE ROAD
#10-05
SINGAPORE 179094



31 Jul 2019



Your application is approved

Dear SATPATHY SRAVANI,

We are pleased to inform you that your Employment Pass application has been approved.

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 Employment Pass to be issued by **27 Jan 2020**. 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 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 Employment Pass to be issued before 27 Jan 2020.

▲ IMPORTANT

This letter does not grant you stay in Singapore. You need to ask for your pass to be issued before your visit pass expires.

**Check your employment details.**

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

YOUR NAME SATPATHY SRAVANI	DATE OF BIRTH 07 JUL 1990	SEX FEMALE
NATIONALITY INDIAN	PASSPORT NO. J8323069	FIN NO. G1770386U
DATE OF APPLICATION 22 JUL 2019	OCCUPATION SENIOR DATA SCIENTIST	MEDICAL REQUIRED Declaration
PERIOD GRANTED (MONTHS) 24	EMPLOYER TOOKITAKI HOLDING PTE. LTD.	
BASIC MONTHLY SALARY S\$6,100 +	FIXED MONTHLY ALLOWANCES S\$0 =	FIXED MONTHLY SALARY S\$6,100

About your salary:

Your employer has declared that your fixed monthly salary of S\$6,100 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.

**To get
your card**

Once your employer has asked for your Employment Pass to be issued, check the Notification Letter to see if you need to register your fingerprints and photo.

Please book your appointment as early as possible if you are asked to do so.

⚠ 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).



Bring this page along when you report for your 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.
- Ask for the Employment Pass or S Pass to be issued first, before you proceed with their Dependant's or Long Term Visit Passes.