



## **Annex A - For foreign employees on Stay-Home Notice (SHN)**

### **CONDITIONS FOR FOREIGN EMPLOYEES PLACED ON STAY-HOME NOTICE ("SHN")**

Under section 7(4A) of the Employment of Foreign Manpower Act ("EFMA"), the following additional conditions are imposed on you, a foreign employee issued with a Work Permit, Training Work Permit, S Pass, Employment Pass, Personalised Employment Pass, EntrePass, Letter of Consent or In-Principle Approval.

2. The Government of Singapore will not hesitate to take enforcement measures against the employers or foreign employees who give false information or do not comply with the requirements in this letter, including taking criminal proceedings, revocation of work passes and withdrawal of work pass privileges.

3. All terms used in the additional conditions to be complied by the foreign employee (below) have the same meaning as defined in the EFMA and its subsidiary legislation.

### **ADDITIONAL CONDITIONS OF WORK PASS FOR THE IMPOSITION OF STAY-HOME NOTICE TO BE COMPLIED WITH BY FOREIGN EMPLOYEE ISSUED WITH WORK PERMIT, TRAINING WORK PERMIT, S PASS, EMPLOYMENT PASS, PERSONALISED EMPLOYMENT PASS, ENTREPASS, LETTER OF CONSENT OR IN-PRINCIPLE APPROVAL**

1. The foreign employee shall comply with the SHN period which will commence with immediate effect from the time it is issued to the foreign employee on arrival and will be effective from that day until:

- a) 14 days subsequent thereafter, and will end at 12 noon on the 15<sup>th</sup> day; or
- b) until the results of the COVID-19 test are notified to the foreign employee, whereupon the SHN period will end immediately,

whichever is later.

2. The foreign employee shall be issued with an electronic monitoring device at the checkpoints after they have cleared immigration. He/She shall don the device on his/her wrist and ensure that it remains charged for SHN surveillance during the entire SHN period. He/She must not tamper or cause any damage to the device. Otherwise, an alert will be sent to the authority for immediate investigation.

3. The foreign employee must use the service provider listed in **Annex F** to travel from the airport (or other place of disembarkation) directly to the SHN residence stated in the entry approval letter. The foreign employee must identify

himself/herself as a person on SHN when making the booking and before getting into the vehicle. **All other forms of transport are not allowed.**

4. On the determination of the Controller, the foreign employee shall serve his/her SHN at such dedicated facilities as the Controller shall specify.
5. The foreign employee shall not leave the SHN place of residence during the SHN period unless permitted to do so by the Controller.
6. The foreign employee shall ensure that he/she has a mobile phone with internet connectivity (e.g. via WIFI or sufficient mobile data) with him/her at all times during the SHN period. He/She shall download both WhatsApp and FWMOMCare app on the mobile phone and shall respond within 1 hour when contacted by MOM via phone calls, WhatsApp video calls or Short Message Service (SMS).
7. The foreign employee shall report his/her health status to MOM using the FWMOMCare app (refer to [user guide](#)). The foreign employee must have a thermometer to take and report his/her temperature.
8. The foreign employee shall not have visitors at his/her SHN place of residence, and he/she shall minimise contact with others during the SHN period.
9. The foreign employee shall maintain a record of persons he/she comes into close contact with, during the SHN period.
10. The foreign employee shall act responsibly in line with any advisories (as amended from time to time) issued by the Government of Singapore during the SHN period.
11. The foreign employee must take the COVID-19 test(s) as required by the Government of Singapore. The foreign employee will be informed of the date, time and location of the test at least 1 day before it. The foreign employee must book a transport with the service provider listed in **Annex F** to travel between the SHN residence and designated testing facility for the appointment. He/She must arrive punctually, and return to the SHN residence immediately after the test. He/She must identify himself/herself as a person on SHN when making the booking and before getting into the vehicle. **All other forms of transport are not allowed.** Failure to go for the test as scheduled may result in an extension of the SHN period and revocation of the pass.
12. The foreign employee shall dispose of the electronic monitoring device based on the instructions given.

#### **Annex B - For employers with foreign employees on Stay-Home Notice (SHN)**

**ADDITIONAL WORK PASS CONDITIONS FOR THE IMPOSITION OF STAY- HOME NOTICE TO BE COMPLIED WITH BY THE EMPLOYER OF A FOREIGN EMPLOYEE ISSUED WITH WORK PERMIT, TRAINING WORK PERMIT, S PASS, EMPLOYMENT PASS, PERSONALISED EMPLOYMENT PASS, ENTREPASS, LETTER OF CONSENT OR IN-PRINCIPLE APPROVAL (“the Employer”)**

*Before the foreign employee leaves for Singapore*

1. The Employer shall inform the foreign employee that he/she is required to take a COVID-19 polymerase chain reaction (PCR) test within 72 hours before departure. He/She must present a valid negative test result, in English and from a recognised laboratory, upon check-in and at the Singapore checkpoint upon arrival to enter Singapore.
2. Except as the Controller may otherwise provide by notification in writing, the Employer shall purchase and maintain COVID-19 medical insurance with coverage of at least \$10,000 for the medical expenses of the foreign employee who is a Work Permit, Training Work Permit or S Pass holder, or holds an in-principle approval for any of these three passes (“**insurance-liable foreign employee**”), if the insurance-liable foreign employee develops COVID-19 symptoms or tests positive for COVID-19 within 14 days of arrival in Singapore. The Employer shall buy the insurance before the insurance-liable foreign employee arrives in Singapore. For avoidance of doubt, the Employer may use any existing medical insurance plans to provide the coverage for the insurance-liable foreign employee if the insurance plans meet the requirements in this condition.
3. The Employer shall ensure that the foreign employee is in possession of a subscriber identification module (“**SIM**”) card with a Singapore telephone number to allow the foreign employee to be contactable by the Controller when in Singapore.
4. The Employer shall ensure that a suitable place of residence has been secured for the foreign employee to serve his SHN. It shall meet the prevailing SHN accommodation requirements stipulated by the Controller throughout the period of the SHN. The employer shall declare the SHN place of residence in the application to seek approval for the foreign employee to enter Singapore.

*After the foreign employee arrives in Singapore*

5. The Employer shall ensure that the foreign employee uses the service provider listed in **Annex F** to travel from the airport (or other place of disembarkation) directly to the SHN residence immediately upon arrival. The Employer shall bear the full costs of the transport.
6. The Employer shall ensure that the foreign employee complies with the SHN period which will commence with immediate effect from the time it is issued to the foreign employee on arrival and will be effective on that day until:
  - a) 14 days subsequent thereafter, and will end at 12 noon on the 15<sup>th</sup> day; or
  - b) until the results of the COVID-19 test are notified to the foreign employee, whereupon the SHN period will end immediately,whichever is later.
7. The Employer shall bear the full costs of his foreign employee’s stay at a dedicated SHN facility during the SHN period (if applicable); and shall bear the full costs of all COVID-19 tests for the foreign employee. These costs are

payable even if the foreign employee does not enter Singapore or does not need to take the test(s), unless otherwise permitted by the Controller.

8. The Employer shall ensure that the foreign employee fully complies with the additional work pass conditions imposed on the foreign employee for the SHN period.
9. The Employer shall explain and ensure that the foreign employee understands the additional work pass conditions that the foreign employee has to comply with, and the advisories that he/she has to observe.
10. The Employer shall ensure that a physical copy of the additional work pass conditions is provided to and retained by the foreign employee.
11. The Employer shall ensure that the foreign employee dons the electronic monitoring device issued to him/her at the checkpoints and ensure that it remains charged for SHN surveillance during the entire SHN period. The Employer shall ensure that the foreign employee does not tamper or cause any damage to the device.
12. The Employer shall ensure that the foreign employee has a mobile phone with internet connectivity (e.g. via WIFI or sufficient mobile data) with him/her at all times during the SHN period; and shall ensure that the foreign employee downloads both WhatsApp and FWMOMCare app on his/her mobile phone and responds within 1 hour when contacted by MOM via phone call, WhatsApp video calls or Short Message Service (SMS).
13. The Employer shall ensure that the foreign employee reports his/her health status to MOM using the FWMOMCare app (refer to [user guide](#)). The foreign employee must have a thermometer to take and report his/her temperature.
14. The Employer shall ensure that food and other daily essentials are provided to the foreign employee for the SHN period, if their foreign employee is unable to make his/her own arrangements.
15. The Employer shall ensure that the foreign employee undergoes the required COVID-19 test(s) as scheduled. The foreign employee will be notified of the time/ date/ location of the scheduled appointment via an SMS notification.
16. The Employer shall ensure that the foreign employee uses the service provider listed in **Annex F** to travel between the SHN residence and designated COVID-19 testing facility for the appointment. The Employer shall bear the full costs of the transport. The foreign employee must arrive punctually and return to the SHN residence immediately after the test. **All other forms of transport are not allowed.** Failure to go for the test as scheduled may result in an extension of the SHN period and revocation of the pass.
17. The Employer shall ensure that they make the necessary arrangements for their employees' non-emergency medical needs (such as arrange a visit to a Public Health Preparedness Clinic (PHPC) or General Practitioner (GP) clinic nearest to the foreign employee's SHN place of residence, re-schedule follow-up visits for chronic conditions, refilling of prescription, etc).

18. The Employer shall ensure that the foreign employee disposes of the electronic monitoring device based on the instructions given.

Controller of Work Passes

**Annex C - For foreign employees with dependants on Stay-Home Notice (SHN)**

**CONDITIONS FOR FOREIGN EMPLOYEES WITH A DEPENDANT PLACED ON STAY- HOME NOTICE (“SHN”)**

Under section 7(4A) of the Employment of Foreign Manpower Act (“EFMA”), the following additional conditions are imposed on you, a foreign employee issued with an S Pass, Employment Pass, Personalised Employment Pass or EntrePass who is the family member of a Dependant’s Pass / Long Term Visit Pass holder imposed with a SHN.

2. The Government of Singapore will not hesitate to take enforcement measures against employers or foreign employees who give false information or do not comply with the requirements in this letter, including taking criminal proceedings, revocation of work passes and withdrawal of work pass privileges.
3. All terms used in the additional conditions to be complied by the foreign employee (below) have the same meaning as defined in the EFMA, the Immigration Act and the said Acts subsidiary legislation.

**ADDITIONAL CONDITIONS OF WORK PASS TO BE COMPLIED WITH BY A FOREIGN EMPLOYEE ISSUED WITH S PASS, EMPLOYMENT PASS, PERSONALISED EMPLOYMENT PASS OR ENTREPASS WHO IS A FAMILY MEMBER OF A HOLDER OF A DEPENDANT’S PASS / LONG TERM VISIT PASS IMPOSED WITH A STAY-HOME NOTICE**

1. Where the foreign employee is a family member of a holder of a Dependant’s Pass / Long Term Visit Pass, the foreign employee shall ensure that the holder of a Dependant’s Pass / Long Term Visit Pass (“**DP / LTVP holder**”):

- (a) fully complies with the additional pass conditions imposed on the DP / LTVP holder for the Stay-Home Notice period (“**SHN period**”).
- (b) complies with the SHN period which will commence with immediate effect from the time it is issued to the holder of a Dependant’s Pass / Long Term Visit Pass on arrival and will be effective from that day until:
  - a) 14 days subsequent thereafter, and will end at 12 noon on the 15<sup>th</sup> day; or
  - b) until the results of the COVID-19 test are notified to the holder of a Dependant’s Pass / Long Term Visit Pass, whereupon the SHN period will end immediately,

whichever is later;

- (c) is being issued with an electronic monitoring device at the checkpoints after they have cleared immigration. He/She shall don the device on his/her wrist and ensure that it remains charged for SHN surveillance during the entire SHN

period. He/She must not tamper or cause any damage to the device. Otherwise, an alert will be sent to the authority for immediate investigation;

- (d) use the service provider listed in **Annex F** to travel from the airport (or other place of disembarkation) directly to the SHN residence stated in the entry approval letter. The holder of a Dependant's Pass / Long Term Visit Pass must identify himself/herself as a person on SHN when making the booking and before getting into the vehicle. **All other forms of transport are not allowed;**
- (e) serves his/her SHN at such dedicated SHN facilities as the Government shall specify instead of the SHN place of residence, where Government so determines;
- (f) does not leave the SHN place of residence during the SHN period unless permitted to do by the Controller;
- (g) be in possession of a subscriber identification module ("SIM") card with a Singapore telephone number before the holder of a Dependant's Pass / Long Term Visit Pass arrives in Singapore to allow him/her to be contactable by MOM when in Singapore;
- (h) understands the additional pass conditions that the holder of a Dependant's Pass / Long Term Visit Pass has to comply with, and the advisories that he/she has to observe;
- (i) is provided with and retains a copy of the additional pass conditions imposed on the holder of a Dependant's Pass / Long Term Visit Pass for SHN;
- (j) has a mobile phone with internet connectivity (e.g. via WIFI or sufficient mobile data) with him/her at all times during the SHN period;
- (k) both WhatsApp and FWMOMCare app on his/her mobile phone and responds within 1 hour when contacted by MOM via phone call, WhatsApp video calls or Short Message Service (SMS);
- (l) shall not have visitors at his/her SHN place of residence, and he/she shall minimise contact with others during the SHN period;
- (m) reports his/her health status to MOM using the FWMOMCare app (refer to [user guide](#)). The holder of a Dependant's Pass / Long Term Visit Pass must have a thermometer to take and report his/her temperature;
- (n) maintains a record of persons he comes into close contact with, for the SHN period;
- (o) acts responsibly in line with any advisories (as amended from time to time) issued by the Government of Singapore during the SHN period;
- (p) undergoes COVID-19 test(s) as required by the Government of Singapore. The holder of a Dependant's Pass / Long Term Visit Pass will be informed of the date, time and location of the test at least 1 day before it. The holder of a Dependant's Pass / Long Term Visit Pass must book a transport with the service

provider listed in **Annex F** to travel between the SHN residence and designated testing facility for the appointment. He/She must arrive punctually, and return to the SHN residence immediately after the test. He/She must identify himself/herself as a person on SHN when making the booking and before getting into the vehicle. **All other forms of transport are not allowed.** Failure to go for the test as scheduled may result in an extension of the SHN period and revocation of the pass; and

- (q) shall dispose of the electronic monitoring device based on the instructions given.

**Annex D - For employers whose foreign employees' dependants are on Stay-Home Notice (SHN)**

**ADDITIONAL WORK PASS CONDITIONS TO BE COMPLIED WITH BY THE EMPLOYER OF A FOREIGN EMPLOYEE ISSUED WITH S PASS, EMPLOYMENT PASS, PERSONALISED EMPLOYMENT PASS OR ENTREPASS WHOSE FOREIGN EMPLOYEE IS A FAMILY MEMBER OF A HOLDER OF A DEPENDANT'S PASS / LONG TERM VISIT PASS IMPOSED WITH A STAY-HOME NOTICE ("the Employer")**

1. The Employer shall inform the foreign employee that the holder of a Dependant's Pass / Long Term Visit Pass is required to take a COVID-19 polymerase chain reaction (PCR) test within 72 hours before departure. He/She must present a valid negative test result, in English and from a recognised laboratory, upon check-in and at the Singapore checkpoint upon arrival to enter Singapore.
2. The Employer shall ensure that the foreign employee is aware that he is responsible for the holder of a Dependant's Pass / Long Term Visit Pass during the SHN period.
3. The Employer shall pay for the full costs of the holder of a Dependant's Pass' / Long Term Visit Pass' stay at a dedicated SHN facility during the SHN period (if applicable); and shall pay for the full costs of all COVID-19 tests for the holder of a Dependant's Pass / Long Term Visit Pass. These costs are payable even if the holder of a Dependant's Pass / Long Term Visit Pass does not enter Singapore or does not need to take the test(s), unless otherwise permitted by the Controller.
4. The Employer shall ensure that the holder of a Dependant's Pass / Long Term Visit Pass uses the service provider listed in **Annex F** to travel between the SHN residence and designated COVID-19 testing facility for the appointment. The Employer shall bear the full costs of the transport. The holder of a Dependant's Pass / Long Term Visit Pass must arrive punctually and return to the SHN residence immediately after the test. **All other forms of transport are not allowed.** Failure to go for the test as scheduled may result in an extension of the SHN period and revocation of the pass.
5. The Employer shall ensure that the foreign employee fully complies with the additional work pass conditions imposed on him.

6. The Employer shall explain and ensure that the foreign employee understands the additional work pass conditions that the foreign employee has to comply with.
7. The Employer shall ensure that a physical copy of the additional work pass conditions for the foreign employee, and the additional pass condition for the holder of a Dependant's Pass / Long Term Visit Pass, are provided to and retained by the foreign employee.

#### **Annex E - For dependants on Stay-Home Notice (SHN)**

##### **CONDITIONS AND ADVISORY FOR PASS HOLDERS PLACED ON STAY-HOME NOTICE ("SHN")**

Pursuant to regulation 8(4) of the **Immigration Regulations**, the following additional conditions are imposed on you, a foreigner issued with a pass by the Controller of Immigration.

2. The Government of Singapore will not hesitate to take enforcement measures against employers or pass holders who give false information or do not comply with the requirements in this letter, including taking criminal proceedings, revocation of passes and withdrawal of work pass privileges.
3. All terms used in the additional conditions to be complied by the pass holder (below) shall have the same meaning as defined in the Immigration Act and its subsidiary legislation.

##### **ADDITIONAL CONDITIONS OF A DEPENDANT'S PASS / LONG TERM VISIT PASS FOR THE IMPOSITION OF STAY-HOME NOTICE AT A SHN PLACE OF RESIDENCE TO BE COMPLIED WITH BY THE HOLDER OF A DEPENDANT'S PASS / LONG TERM VISIT PASS**

1. The holder of a Dependant's Pass / Long Term Visit Pass shall comply with the Stay-Home Notice period ("**SHN period**") which will commence with immediate effect from the time it is issued to the holder of a Dependant's Pass / Long Term Visit Pass on arrival and will be effective from that day until:
  - i. 14 days subsequent thereafter, and will end at 12 noon on the 15<sup>th</sup> day; or
  - ii. until the results of the COVID-19 test are notified to the holder of a Dependant's Pass / Long Term Visit Pass, whereupon the SHN period will end immediately,

whichever is later.

2. The holder of a Dependant's Pass / Long Term Visit Pass will be issued with an electronic monitoring device at the checkpoints after they have cleared immigration. He/She shall don the device on his/her wrist and ensure that it remains charged for SHN surveillance during the entire SHN period. He/She must not tamper or cause any damage to the device. Otherwise, an alert will be sent to the authority for immediate investigation.
3. The holder of a Dependant's Pass / Long Term Visit Pass must use the service provider listed in **Annex F** to travel from the airport (or other place of disembarkation)



directly to the SHN residence stated in the entry approval letter. The holder of a Dependant's Pass / Long Term Visit Pass must identify himself/herself as a person on SHN when making the booking and before getting into the vehicle. **All other forms of transport are not allowed.**

4. On determination of Government, the holder of a Dependant's Pass / Long Term Visit Pass shall serve his/her SHN at such dedicated facilities as the Government shall specify.

5. The holder of a Dependant's Pass / Long Term Visit Pass shall not leave the SHN place of residence during the SHN period unless permitted to do so by the Government.

6. The holder of a Dependant's Pass / Long Term Visit Pass shall ensure that he/she has a mobile phone with internet connectivity (e.g. WIFI or sufficient mobile data) with him/her at all times during the SHN period. He/She shall download both WhatsApp and FWMOMCare app on the mobile phone and shall respond within 1 hour when contacted by MOM via phone calls, WhatsApp video calls or Short Message Service (SMS).

7. The holder of a Dependant's Pass / Long Term Visit Pass shall report his/her health status to MOM using the FWMOMCare app (refer to [user guide](#)). The holder of a Dependant's Pass / Long Term Visit Pass must have a thermometer to take and report his/her temperature.

8. The holder of a Dependant's Pass / Long Term Visit Pas shall not have visitors, and he shall minimise contact with others during the SHN period.

9. The holder of a Dependant's Pass / Long Term Visit Pass shall maintain a record of persons he comes into close contact with, during the SHN period.

10. The holder of a Dependant's Pass / Long Term Visit Pass must take the COVID-19 test(s) as required by the Government of Singapore. The holder of a Dependant's Pass / Long Term Visit Pass will be informed of the date, time and location of the test at least 1 day before it. The holder of a Dependant's Pass / Long Term Visit Pass must book a transport with the service provider listed in **Annex F** to travel between the SHN residence and designated testing facility for the appointment. He/She must arrive punctually, and return to the SHN residence immediately after the test. He/She must identify himself/herself as a person on SHN when making the booking and before getting into the vehicle. **All other forms of transport are not allowed.** Failure to go for the test as scheduled may result in an extension of the SHN period and revocation of the pass.

11. The holder of a Dependant's Pass / Long Term Visit Pass shall act responsibly in line with any advisories (as amended from time to time) issued by the Government of Singapore during the SHN period.

12. The holder of a Dependant's Pass / Long Term Visit Pass shall dispose of the electronic monitoring device based on the instructions given.

**Annex F - List of transport providers**

<b>Service provider and contact number</b>	<b>How to book</b>	<b>Cost</b> <i>(an additional 10% will be charged for credit card payment)</i>
Strides Transportation Pte Ltd  6477 5977 (24 hours)	<b>From checkpoint to SHN residence:</b> Please follow the instructions provided at the booking desk at the checkpoint.  <i>And</i>  <b>Between SHN residence and COVID-19 testing facility (2-way):</b> Please only call the company to arrange for the transport after you have been given an appointment for the test.	\$200.00
	<b>Any other approved trips</b>	1-way: \$45.00  2-way: \$90.00