

The form has been uploaded here with some dummy information for your kind information:

Application for Work Permit Amendment

1. Basic Instructions

2. Applicant Details

3. Attachments

4. Declaration

5. Payment & Submit

Basic Instructions

Did you receive last work-permit through online OSS? *

☐ Yes

☐ No

Effective date of the previous WP *

dd-mm-yyyy

Basic Company Information (Non editable info. pulled from the basic information provided at the first time by your company)

Company Information:

Department

Registration and Incentives – I (Industry - Foreign)

Name of Organization

Name of the Local company

Name of Organization (Bangla)

Name of the Local company (Bangla)

Desired Service from BIDA

Local Industry Registration

Ownership status

Partnership

Type of the organization

Partnership organization

Major activities in brief

Information of Principal Promoter/ Chairman/ Managing Director/ State CEO:

Country

Albania

Passport No.

Full Name

Full Name

State/ Province

State/ Province

House, Flat/ Apartment, Road

House, Flat/ Apartment, Road

Mobile No.

+880

1234-567890

Email

a@b.n

Fax No.

Gender

Male

Date of Birth

23-Oct-2019

Designation

web developer

District/ City/ State

District/ City/ State

Post/ Zip Code

1111

Telephone No.

+880

2-34567890

Father's Name

Mother's Name

Spouse name

Office Address:

Division

Barisal

Police Station

Amtali

Post Code

4512

Telephone No.

+880

2345678

Fax No.

District

Barguna

Post Office

office

House, Flat/ Apartment, Road

House

Mobile No.

+880

2-3456789

Email

dhaka@mail.com

Factory Address:

District

Bandarban

Post Office

1111

House, Flat/ Apartment, Road

House, Flat/ Apartment, Road

Mobile No.

2345678

Email

a@v.b

Police Station

Alikadam

Post Code

1111

Telephone No.

234567op

Fax No.

Mouja No.

1

Previous Information

3	Passport No *	<input type="text"/>	<input type="checkbox"/>
4	Nationality *	<input type="text" value="Select One"/>	<input checked="" type="checkbox"/>

Previous duration

#	Information	Start Date *	End Date *	Duration (Days)
<input type="checkbox"/>	Existing Information	<input type="text" value="dd-mm-yyyy"/>	<input type="text" value="dd-mm-yyyy"/>	<input type="text"/>
<input type="checkbox"/>	Proposed Amendment	<input type="text" value="dd-mm-yyyy"/>	<input type="text" value="dd-mm-yyyy"/>	<input type="text"/>

Compensation and Benefit

Salary structure	Existing Information			Proposed Amendment		
	Payment	Amount	Currency	Payment	Amount	Currency
<input type="checkbox"/> a. Basic salary/ Honorarium ?	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>
<input type="checkbox"/> b. Overseas allowance ?	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>
<input type="checkbox"/> c. House rent ?	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>
<input type="checkbox"/> d. Conveyance ?	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>
<input type="checkbox"/> e. Medical allowance ?	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>
<input type="checkbox"/> f. Entertainment allowance ?	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>
<input type="checkbox"/> g. Annual Bonus ?	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>	<input type="text" value="Monthly"/>	<input type="text" value="0.00"/>	<input type="text" value="AWG"/>
<input type="checkbox"/> h. Other fringe benefits (if any) ?	<input type="text" value="Maximum 350 characters"/>			<input type="text" value="Maximum 350 characters"/>		
	0/350			0/350		

Necessary documents to be attached here (Only PDF file)

No.	Required attachment (you may prefer to select file from recent attachment) ?	Attached PDF file (Each File Max. size 2MB)
1	test doc WPA-I <input type="button" value="Recent attachment"/>	<input type="button" value="Choose File"/> No file chosen
N.B	All documents shall have to be attested by the Chairman/ CEO / Managing director/ Country Manager/ Chief executive of the Company/ firms.	Document's must be submitted by an authorized person of the organization including the letter of authorization.

Service Fee Payment

Contact name *	<input type="text" value="daud islam feni"/>	Contact email *	<input type="text" value="addaud2014@gmail.com"/>
Contact phone *	<input type="text" value="+880 1521-394024"/>	Contact address *	<input type="text" value="asdfsdf"/>
Pay amount	<input type="text" value="250"/>	VAT/ TAX	<input type="text" value="0"/>
Bank Charge	<input type="text" value="0"/>	Total Amount	<input type="text" value="250.00"/>
Payment Status	<input type="button" value="Not Paid"/>		

Vat/ tax and service charge is an approximate amount, it may vary based on the Sonali Bank system.