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## Hiring an existing manufacturing or services worker

Workers can change employers 40 to 21 days before their Work Permit expires. During this window, a new employer can hire the worker without the need for the current employer's consent.

### At a glance

<b>Who are eligible</b>	Existing manufacturing and services workers from Malaysia, North Asian sources or People's Republic of China (PRC). You can only hire from your own business sector.
<b>When you can start applying</b>	<ul style="list-style-type: none"><li>• <b>With the current employer's agreement:</b> Any time while their Work Permit is valid.  You can apply using  <a href="#">WP Online</a>. If you wish to hire a worker whose Work Permit is expiring in less than 20 days, you first need to  <a href="#">apply for pre-approval</a> from MOM. You will need the existing employer to sign the <a href="#">consent form</a> .</li><li>• <b>Without the current employer's agreement:</b> From <b>40 to 21 days before</b> their current Work Permit expires.  You first need to  <a href="#">apply for pre-approval</a> from MOM.</li></ul>
<b>How long it takes</b>	<b><u>Within 1 week</u></b> . It will take longer if we need more information.

### Why hire an existing worker

You may consider hiring workers who are already working in Singapore to:

- Benefit from experienced workers and a faster deployment time.
- Save on the cost of bringing in new workers.

### Roles and responsibilities

Please see the table below to find out the current and new employers' responsibilities during the transfer of a migrant worker within their own business sector:

Work Permit status		Who is responsible for worker's upkeep, maintenance and repatriation		What you need to do next	
Current employer	New employer	Current employer	New employer	Current employer	New employer
Live	Approved	✓		Discuss and agree with new employer on the date to get the new Work Permit issued.	Get the pass issued before the <u>IPA</u> expires or earlier if the current employer agrees.  If you are hiring the worker without the current employer's consent, get the new Work Permit issued within 7 days after the current one expires.
Live	IPA expired, withdrawn or cancelled	✓		You may renew the Work Permit (if eligible), or send the worker home.	No further action needed.
Expired/Cancelled	Approved		✓	No action needed.	Get the Work Permit issued now to avoid any overstaying fine. <b><u>Submit a request</u></b> if you need more time to get the pass issued.
Expired	IPA withdrawn or cancelled <b>before</b> the worker's Work Permit expires.	✓		You may renew the Work Permit (if eligible), or send the worker home.	No action needed.
Expired	IPA withdrawn or cancelled <b>after</b> the worker's Work Permit expires.		✓	No action needed.	You need to arrange to send the worker home.

