



NATIONAL UNIVERSITY OF SINGAPORE
21 LOWER KENT RIDGE ROAD
#04-01
SINGAPORE 119077



01 Jun 2022



Your application is approved

Please confirm the details below

For any changes, please notify MOM
(www.mom.gov.sg/change-ipa-info). We will
inform you if you need to re-apply.

Dear Sir/Madam

We are pleased to inform you that BULATHSINHALAGE SANKHA COORAY's Training Employment Pass has been approved for 7 months. This In-Principle Approval is valid until **28 Nov 2022**.

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

Once your pass holder gets here, please complete all the steps on the next few pages before this IPA expires. Otherwise, we will withdraw the approval and you will need to send him home.

Yours sincerely

Penny Han (Mrs)
Controller of Work Passes

FOREIGN EMPLOYEE'S NAME

BULATHSINHALAGE SANKHA
COORAY

DATE OF BIRTH

11 APR 1991

SEX

MALE

NATIONALITY

SRI LANKAN

PASSPORT NO

N7418830

FIN

M3000767T

DATE OF APPLICATION

23 MAY 2022

OCCUPATION

RESEARCHER

⚠ IMPORTANT

- You must comply with the conditions under the Employment of Foreign Manpower Act and conditions of the Training Employment Pass, as well as the Work Injury Compensation Act. Otherwise, we can cancel the Training Employment Pass, prosecute you and withdraw your permission to employ Training Employment Pass holders. You can read the rules at www.mom.gov.sg.
- You must inform and ensure your foreign employee/ foreigner complies with the COVID-19 vaccination requirements (<https://www.mom.gov.sg/vac-reqmts>) in accordance with the following where applicable - the prevailing guidelines of the Singapore Ministry of Health and Ministry of Manpower, or the Employment of Foreign Manpower (Work Passes) Regulations 2012. If you fail to do so, we may take action against you, including cancelling this approval.

**What you need to do to get the Training Employment Pass card:****Before they arrive****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.

Send them a copy of their employment contract.

This contract should state their salary and other terms of employment, such as how much home leave they are allowed and any monthly allowances and/or deductions.

After they get here**Ask them to go for a medical exam which includes HIV Test and Chest X-Ray Test. The doctor must complete the attached form.**

This medical should not be taken as any guarantee of your new employee's health. Medicals must not be more than three months old when the Training Employment Pass is collected.

Tell us your address in Singapore using EPOL.

You have not told us where they will live.

Log in to EP Online to ask for their Training Employment Pass card to be issued. This will cost S\$225.

For this step, you need to provide the pass holder's Singapore residential address. If he/she is going to rent a flat, HDB must approve the tenant registration before you can get the pass issued.



Have these documents ready before you ask for their Training 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 completed medical examination form.
- 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.

⚠ IMPORTANT

- 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.
- 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).

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Declaration Form

You need to submit this form during pass issuance. For any discrepancies in this form, please notify MOM (www.mom.gov.sg/change-ipa-info) with the correct information before issuing the pass. We will re-assess your application and inform you of the outcome.

PART A DECLARATION BY FOREIGN EMPLOYEE

Name: BULATHSINHALAGE SANKHA COORAY

FIN: M3000767T

Date of Application: 23 MAY 2022

Date of Birth: 11 APR 1991

Nationality: SRI LANKAN

Educational details:

Country of Awarding Body/Institution/University: SRI LANKA

Name of Awarding Body/Institution/University: UNIVERSITY OF SRI JAYEWARDENEPURA

Main Campus or Affiliating College Attended: -

Qualification: BACHELOR'S DEGREE

Faculty: SCIENCE

Mode of study: FULL-TIME

Period of study: 27 MAR 2013 to 29 NOV 2015

Name of Employer/Sponsor: NATIONAL UNIVERSITY OF SINGAPORE

Occupation: RESEARCHER

Fixed Monthly Salary (S\$): 0

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 Training 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 consent, for the purposes of assessing this Application for a/an Training Employment Pass, and the administration of work pass matters,



- for the Government of Singapore and statutory authorities to obtain from and verify information (including my medical records and information relating to them) with any person, organisation or any other source, and
- to the release of all information obtained (including my medical records and information relating to them) to the Government of Singapore, statutory authorities and their agents.

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 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 in relation to my COVID-19 vaccination status, I will adhere to all vaccination requirements, as set out in: <https://www.mom.gov.sg/vac-reqmts>. This is undertaken in accordance with the following where applicable – the prevailing guidelines of the Singapore Ministry of Health and Ministry of Manpower, or the Employment of Foreign Manpower (Work Passes) Regulations 2012. To meet the requirements above, I declare that I have read the guidelines contained in <https://www.mom.gov.sg/vac-reqmts>.

I declare that the information in this Application for an Training 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.

I am aware that if I have stated or provided any information within this Declaration that I know to be false or do not believe to be true, I may be subject to enforcement action including prosecution, the cancellation of the in-principle approval and the revocation of my Training Employment Pass.



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 Training 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 NATIONAL UNIVERSITY OF SINGAPORE, the employer/sponsor or BULATHSINHALAGE SANKHA COORAY to the following:

The employer/sponsor shall keep copies of the education certificates of the foreign employee declared in this application for an Training 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:

- CHESICC - China Higher Education Student Information and Career Center (<http://job.chsi.com.cn>)
- CDGDC - China Academic Degrees and Graduate Education Information (<http://www.cdgdc.edu.cn>)
- 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 Training Employment Pass and the administration of work pass matters,

- For the Government of Singapore and statutory authorities to obtain from and verify information with any person, organisation or any other source, and
- To the release of all information obtained to the Government of Singapore, statutory authorities and their agents.

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.

In relation to the COVID-19 vaccination status of the foreign employee / foreigner, I declare that I will inform and ensure that the foreign employee / foreigner adheres to all vaccination requirements, as set out in: <https://www.mom.gov.sg/vac-reqmts>. This is undertaken in accordance with the following where applicable – the prevailing guidelines of the Singapore Ministry of Health and Ministry of Manpower, or the Employment of



Foreign Manpower (Work Passes) Regulations 2012. To meet the requirements above, I declare that I have read the guidelines contained in <https://www.mom.gov.sg/vac-reqmts>.

I declare that the information in this Application for a Training 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:

NRIC:

Designation:

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

(DD-MM-YYYY)

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Medical Examination Form

- This form is to be completed by a qualified doctor and returned to the foreign employee.
- The foreign employee must produce his/her passport and the In-Principle Approval letter from the Ministry of Manpower to the doctor.
- The foreign employee must submit this report to the Ministry of Manpower during card registration.

A. Personal Particulars

Name (as in the passport): BULATHSINHALAGE SANKHA COORAY

Sex: M

Date of Birth: 11 APR 1991

Medical: HIV Test and Chest X-Ray Test

FIN: M3000767T

Nationality: SRI LANKAN

Passport No.: N7418830

B. Clinical Examination

Remarks:

- | | | | |
|--------------------------|---------------------------------|-----------------------------------|--|
| 1. Cardiovascular System | <input type="checkbox"/> Normal | <input type="checkbox"/> Abnormal | |
| 2. Respiratory System | <input type="checkbox"/> Normal | <input type="checkbox"/> Abnormal | |
| 3. Abdomen | <input type="checkbox"/> Normal | <input type="checkbox"/> Abnormal | |
| 4. Neurological | <input type="checkbox"/> Normal | <input type="checkbox"/> Abnormal | |

C. Other Tests

Chest X-ray*:

Any evidence of active TB detected? ☐ No ☐ Yes ☐ Examinee is pregnant

[* Pregnant women are exempted from Chest X-ray.]

HIV(AIDS): ☐ Negative / Non-Reactive ☐ Positive / Reactive

Certification

I certify that I have examined the above-named person and my findings are as above.

I also certify that he/she is ☐ Fit ☐ Unfit for employment.

Name of Examining Doctor (in block letters):

Clinic's Stamp & Address:

Signature of Examining Doctor:

Telephone No.:

Date

(DD-MM-YYYY)

IMPORTANT

If the examinee fails the medical examination, the In-Principle Approval will be deemed as withdrawn. If he/she is in Singapore, he/she must leave before the Short Term Visit Pass expires.

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BULATHSINHALAGE SANKHA COORAY
NATIONAL UNIVERSITY OF SINGAPORE
21 LOWER KENT RIDGE ROAD
#04-01
SINGAPORE 119077

01 Jun 2022



Your application is approved

Dear BULATHSINHALAGE SANKHA COORAY,

We are pleased to inform you that your Training Employment Pass application has been approved. We look forward to welcoming you to Singapore.

Your employer must ask for your Training Employment Pass to be issued by **28 Nov 2022**. 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 Training 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 Training Employment Pass to be issued before 28 Nov 2022.

⚠ IMPORTANT

- You must comply with the COVID-19 vaccination requirements (<https://www.mom.gov.sg/vac-reqmts>) in accordance with the following where applicable - the prevailing guidelines of the Singapore Ministry of Health and Ministry of Manpower, or the Employment of Foreign Manpower (Work Passes) Regulations 2012. If you fail to do so, we may take action against you, including cancelling this approval.
- 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 before you leave.

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

YOUR NAME BULATHSINHALAGE SANKHA COORAY	DATE OF BIRTH 11 APR 1991	SEX MALE
NATIONALITY SRI LANKAN	PASSPORT NO. N7418830	FIN NO. M3000767T
DATE OF APPLICATION 23 MAY 2022	OCCUPATION RESEARCHER	MEDICAL REQUIRED HIV Test and Chest X-Ray Test
PERIOD GRANTED (MONTHS) 7	EMPLOYER NATIONAL UNIVERSITY OF SINGAPORE	
BASIC MONTHLY SALARY S\$0 +	FIXED MONTHLY ALLOWANCES S\$0 =	FIXED MONTHLY SALARY S\$0

About your salary:

Your employer has declared that your fixed monthly salary of S\$0 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.

**After
you
arrive**

**Once you are in Singapore,
please get your employer to
apply for your Training
Employment Pass to be
issued straight away.**

**Your Training Employment Pass
is important because it allows
you to work and stay in
Singapore. It can also help you
open a bank account or sign
lease or service agreements.**

**Once your employer has asked
for your Training 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).



Getting Ready

Your employer has told us that you will be working at:

13 COMPUTING DRIVE
#02-37
SINGAPORE 117417

Why not use the Internet to find your nearest supermarket or work out your journey to work? Singapore has safe, clean and efficient bus and commuter rail services.

Find out more at
www.publictransport.sg.

Learn about Singapore

Singapore is a vibrant, multicultural, world-leading city state.

English is the main spoken language for business, but most people speak at least one other. Crime rates are very low in Singapore and the law is enforced very strictly.

Take a look at these sites to find out more:

Immigration and customs	www.customs.gov.sg
Tourism, culture and events	www.yoursingapore.com
Moving to Singapore	www.contactsingapore.sg
Expatriate information	www.entersingapore.info

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 completed medical examination form.
- 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.

⚠ IMPORTANT

You must comply with the conditions under the Employment of Foreign Manpower Act. Otherwise, MOM can cancel the Training Employment Pass and you may be prosecuted and sent home.