



MICHAEL PAGE INTERNATIONAL PTE LTD
1 RAFFLES PLACE
#09-61
SINGAPORE 048616

Dear Sir / Madam

Information update for renewal

You are advised to print out this form, so that your work pass holder can use it to update his/her information (when applicable). It can then be used for reference when you carry out the work pass renewal application via EPOL.

Please note that this form is **not** to be submitted to MOM as a renewal application.

If there is a change in the foreign employee's personal particulars e.g. Name, Date of Birth, etc., please fill up the "Request Form for Amendment of Personal Particulars" and submit to MOM for amendment via the iSubmit web portal (<http://www.mom.gov.sg/iSubmit>). The form can be printed from MOM website- <http://www.mom.gov.sg> under "Home>Services & Forms>Passes>Employment Pass-Ministry of Manpower>Forms".

STEP 1 : APPLICATION INFORMATION

Section A - Pass Declaration

a) Is the Foreign Employee a Singapore Citizen or Singapore Permanent Resident? Yes ☐ No ☐

Section B - Existing Pass Details

FIN : G3927890T

Section C - Pass Duration

Duration of Pass Applied For : (months – from 1 to 60)

STEP 2 : FOREIGN EMPLOYEE'S PERSONAL INFORMATION

Section A - Existing Pass Details

Pass Type : EP (LONG TERM)

Expiry Date : 01/06/2022

Section B - Personal Particulars

Name : DHANASEKARAN VIVEKANANTHAN

Marital Status : Divorced ☐ Married ☐ Separated ☐

SINGLE Single ☐ Widowed ☐

Date of Birth : 09/05/1989

Nationality : INDIAN

(If foreign employee's marital status is "Married", please fill in the details below)

Is Spouse a Singapore Citizen or : Yes ☐ No ☐
Permanent Resident/S Pass Holder or
Work Permit Holder

(If the answer above is Yes, please fill in the details below)

Name of Spouse : _____
Spouse FIN / NRIC No. :

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Spouse Identification Type : FIN ☐ NRIC ☐
Spouse Date of Birth :

D	D

 /

M	M

 /

Y	Y	Y	Y

Section C - Travel Document Information

Travel Document Type : International Passport ☐ International Cert of Identity ☐
Hong Kong Special Admin Region ☐ Macau SAR Travel Permit ☐
Travel Document No. :

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Date of Expiry :

D	D

 /

M	M

 /

Y	Y	Y	Y

STEP 3: FOREIGN EMPLOYEE'S EDUCATION / MEMBERSHIP

Education Details 1

Has the Foreign Employee submitted supporting documents for this qualifications before ? Yes ☐ No ☐

Submitted Education Details

Awarding Body / Institution / University

Country : INDIA
State / Province : -
Name : ANNA UNIVERSITY (ALSO KNOWN AS ANNA UNIVERSITY CHENNAI)
Qualification : BACHELOR'S DEGREE
Faculty : ENGINEERING
Specialisation : COMPUTER ENGINEERING/SCIENCE
Mode of Study : FULL-TIME
Period of Study : FROM 31/07/2006 TO 31/05/2010

Please fill in the fields below if the foreign employee wish to edit Education Details 1.

Awarding Body / Institution / University

Country : _____
State / Province : _____
Name : _____
Main Campus or Affiliating College Attended : _____
(Applicable only for India qualification)
Qualification : _____
Faculty : _____
Specialisation : _____

Mode of Study : Distance Learning ☐ Full Time ☐ Part Time ☐

Period of Study : From / / To / /
D D / M M / Y Y Y Y D D / M M / Y Y Y Y

Education Details 2

Has the Foreign Employee submitted supporting documents for this qualifications before ? Yes ☐ No ☐

Awarding Body / Institution / University

Country : _____

State / Province : _____

Name : _____

Main Campus or Affiliating College Attended (Applicable only for India qualification) : _____

Qualification : _____

Faculty : _____

Specialisation : _____

Mode of Study : Distance Learning ☐ Full Time ☐ Part Time ☐

Period of Study : From / / To / /
D D / M M / Y Y Y Y D D / M M / Y Y Y Y

- Please complete the relevant information below if the qualification is STPM or MICSS

Sijil Tinggi Persekolahan Malaysia (STPM)

No. of Passes attained : (Inclusive of General Studies / Pengajian Am) Principal pass-C Subsidiary pass-R

Has the Foreign Employee attained a pass in General Studies / Pengajian Am? Yes ☐ No ☐

Malaysia Independence Chinese Secondary School (MICSS) United Examination Certificate

No. of Passes attained : (Inclusive of General Studies / Pengajian Am)

Has the Foreign Employee attained a pass in Bahasa Inggeris / English Language? Yes ☐ No ☐

Societies / Organisations Membership Details 1 (Past 5 years to date)

Society / Organisation : _____

Position Held : (Please tick the correct box)

Chairman ☐ Member ☐ President ☐ Secretary ☐ Treasurer ☐ Vice Chairman ☐ Vice President ☐

Period : From / / To / /
D D / M M / Y Y Y Y D D / M M / Y Y Y Y

Societies / Organisations Membership Details 2 (Past 5 years to date)

Society / Organisation : _____

Position Held : (Please tick the correct box)

Chairman ☐ Member ☐ President ☐ Secretary ☐ Treasurer ☐ Vice Chairman ☐ Vice President ☐

Period : From / / To / /

D D / M M / Y Y Y Y D D / M M / Y Y Y Y

STEP 4: FOREIGN EMPLOYEE'S EMPLOYMENT DETAILS

Total Period of Working Experience : Year(s) Month(s)
8 year(s)

Total Period of Relevant Experience : Year(s) Month(s)
8 year(s)

Salary Details

Please note that the fixed monthly salary includes only basic monthly salary and fixed monthly allowances. It is important that you read and understand the definition of fixed monthly salary, which can be found at <http://www.mom.gov.sg>.

Salary Payable By : Both Local & Overseas ☐ Local ☐ Overseas ☐
LOCAL

Fixed Monthly Salary	= Basic Monthly Salary	+ Fixed Monthly Allowances
E.g. \$5,000	= \$4,500	+ \$500

Fixed Monthly Salary : S\$
S\$6700

Basic Monthly Salary : S\$
S\$6700

i MOM will use the fixed monthly salary to access the application. If the amount indicated as fixed monthly salary is more than the basic monthly salary, MOM will take the difference as the 'fixed monthly allowances'. If there is no fixed monthly allowances, the amount of fixed monthly salary should be exactly the same as the basic monthly salary.

Occupation :
SENIOR SOFTWARE DEVELOPER

Is the business entity an Employment Agency / Headhunter Firm or does it supply labour to other business entities in the course of conducting its business ? Yes ☐ No ☐

Will the foreign employee be deployed to work for another employer so as to supplement the other employer's manpower resources ? Yes ☐ No ☐

Address where foreign employee's duties are to be performed :

51 CHANGI BUSINESS PARK CENTRAL 2 #03-11A THE SIGNATURE SINGAPORE 486066

Postal Code : **Block/House No.** **Floor No.** **Unit No.**

Street Name :

Building Name :

Is the premise at the abovementioned address a food establishment? Yes ☐ No ☐

(Note that all food establishments require a National Environment Agency (NEA) Licence.)

If Yes, please indicate National Environment Agency Licence Type :

Foodstall (e.g. hawker stall) ☐ Cold Drink Shop (e.g. pub) ☐ Foodshop (e.g. restaurant) ☐

Has this application obtained support from the relevant Vetting Agency(s) / Professional Body(s) / Accreditation Agency(s)?

Yes ☐ No ☐

If Yes, please fill in the name of the Vetting Agency(s) / Professional Body(s) / Accreditation Agency(s)

STEP 5: DECLARATION BY FOREIGN EMPLOYEE

Please **tick** accordingly.

- (a) Has the foreigner ever been refused entry into or deported from any country?

Yes ☐ No ☐
- (b) Has the foreigner ever been convicted in a court of law in any country?

Yes ☐ No ☐
- (c) Has the foreigner ever been prohibited from entering Singapore?

Yes ☐ No ☐
- (d) Has the foreigner ever entered Singapore using a passport issued by a different country?

Yes ☐ No ☐
- (e) Has the foreigner ever entered Singapore using a different name?

Yes ☐ No ☐
- (f) Has the foreigner ever been a Singapore Citizen or Singapore Permanent Resident?

Yes ☐ No ☐

If any of the above answers from (a) to (f) is 'Yes', please provide details.