



Our ref : WPD/SFJG5896808R/20070801

Date: 10/08/2007

OPTIMUM SOLUTIONS (SINGAPORE) PTE LTD
3 PHILIP ST
#12-03A COMMERCE POINT
SINGAPORE 048693

Dear Sir/Mdm

IN-PRINCIPLE APPROVAL LETTER FOR EMPLOYMENT PASS

<u>FIN</u>	<u>Application No</u>	<u>Name</u>	<u>Passport No / Expiry Date</u>
G5896808R	R010807243200	(D) MOORI ASHOK KUMAR REDDY	F8249316 / 14092016

I am pleased to inform you that an Employment Pass (P2) Pass has been approved in-principle for the abovenamed person for 12 months. Please note that the approval does not exempt you from registration or compliance with any other conditions as required under the respective profession. Please also note that:

(a) The In-Principle Approval is valid for 6 months from the date of this letter. If the Employment Pass is not collected by the abovenamed person within the 6-month period, the application shall be regarded as withdrawn.

(b) The In-Principle Approval **does not grant valid stay** to the abovenamed person in Singapore. Until the collection of the Employment Pass, please ensure that the abovenamed person has a valid Social Visit Pass duly endorsed in the travel document. In the case of renewal, please ensure that the existing Employment Pass is valid in the travel document. Extension of the existing pass may be requested for from the Work Pass Counters at 18 Havelock Road. **It is an offence to stay in Singapore without a valid pass.**

(c) This In-Principle Approval allows the Employment Pass applicant to commence employment for a period of 1 month from the date of this letter, provided he/she has a valid social visit pass endorsed in his/her travel document.

2 This letter is accompanied by an Annex which contains three parts:

Part I - Conditions under which the Employment Pass has been approved.
Part II - Procedures and requirements for the collection of the pass.
Part III - Useful information related to the application.

3 In addition, a Single-Journey Visa has also been approved and is endorsed on this letter. Should the Single Journey Visa be used for entry into Singapore, a fee will be charged for its use together with any other statutory fees that are to be paid during collection of the Employment Pass. To use

this visa for entry, please inform the abovenamed person(s) to present the original in-principle approval letter to the Duty Officer at the Immigration Checkpoint upon his/her arrival in Singapore.

Yours faithfully,

DIRECTOR
WORK PASS DIVISION
MINISTRY OF MANPOWER

(As this is a computer generated letter, no signature is required)

Work Pass Division
18 Havelock Road
Singapore 059764
Telephone (65) 6438 5122
Facsimile (65) 6293 2138 / 6296 2086
Website <http://www.mom.gov.sg>
Email mom_wpd@mom.gov.sg



ANNEX

PART I - EMPLOYMENT PASS CONDITIONS

The Employment Pass has been approved subject to the following conditions:

- The Employment Pass holder, MOORI ASHOK KUMAR REDDY, is to work as SENIOR STORAGE SPECIALIST with OPTIMUM SOLUTIONS (SINGAPORE) PTE LTD only. He/she is not to engage in any employment other than that specified in the pass as endorsed in the travel document. Should there be a change in his/her duties or designation, the employer is required to inform the Work Pass Division. If there is a change in employment, he/she must apply for a new pass.
- The employer has to report in writing, and advise the Employment Pass holder to cancel the Employment Pass in person at the Work Pass Division within 7 days upon termination of employment. Failure to do so may result in overstaying charges.

The employer is required to explain the contents of the In-Principle Approval letter to MOORI ASHOK KUMAR REDDY. A violation of any of the above conditions is a contravention of the Employment of Foreign Manpower (Work Passes) Regulations and the offender is liable to a fine and/or imprisonment upon conviction. In addition, failure to do any of the above may affect the employer's future applications for Employment and other passes issued by the Work Pass Division.

PART II - PROCEDURES AND REQUIREMENTS FOR THE COLLECTION OF THE PASS

HEALTH DECLARATION

Any applicant whose name in this In-Principle Approval letter is indicated with "(D)" is required to declare his/her health status in the EPOne Declaration Form(s) attached with the In-Principle Approval letter. The applicant does not need to undergo any medical examination.

PERSONS WHO MAY COLLECT THE EMPLOYMENT PASS

The Employment Pass may be collected by the company's authorised personnel or the applicant himself/herself.

DOCUMENTS REQUIRED FOR COLLECTION

The applicant must be in Singapore when the pass is collected. The following documents must be produced at the point of collection. Failure to do so may result in the pass not being issued:

- Applicant's travel document (with at least 2 blank visa pages);
- A clear copy of the travel document showing the applicant's personal details;
- The Disembarkation/Embarkation Card (the "Green Card") in the case of a renewal, or the IMM27 (the "Immigration White Card") in the case of a new application;
- The In-Principle Approval letter (together with the accompanying Annex); and
- The original and completed EPOne Declaration Form duly signed by the applicant(s) and local Employer/Sponsor, if the application had been submitted electronically. An electronic application will have an Application Number shown on the first page of this letter;
- Foreigners who are currently holding an Employment Pass, S Pass or Training Employment Pass and/or related pass(es) (Dependant's or Long Term Social Visit Pass) and wish to change employer or pass type, are required to bring along the following documents to cancel their current work pass and/or related pass(es) :
 - Disembarkation/ Embarkation Card or S Pass;
 - Disembarkation/Embarkation Card(s) and travel document(s) of the Dependant's/Long Term Social Visit Pass holders (if there are Dependant's/Long Term Social Visit Pass issued under the applicant's existing work pass); and
 - Letter from the current employer/sponsorship requesting for the cancellation of the existing work pass and/or related pass(es) (if any);
- Foreigners who are currently holding a work permit have to ensure that the current employer has submitted a Cancellation request via WP Online to cancel the work permit before they can collect their Employment Pass. The employer will print a copy of the WP Online Cancellation result page. They are required to bring the following documents at the point of collection:
 - A printed copy of the WP Online Cancellation result page with the Cancellation application status indicating "Pending Verification" (This page will appear after the employer has successfully submitted your Cancellation request); and
 - Work Permit Card.
- Any other document(s) that is/are required under Part I - Employment Pass Conditions

MOM reserves the right to request the submission of any other documents from time to time after the collection of the pass.

Please note that related Dependant's Pass(es) and / or Long Term Social Visit Pass(es) cannot be collected until the Employment Pass has been collected.

FEES PAYABLE

Fees must be paid upon collection of the pass. Acceptable payment modes are by NETS, Cashcard, cash or cheque only. The amount of fees payable are as follows:

S\$30 per year or part thereof for an Employment/Dependant's Pass
S\$20 per issue of a Multiple Journey Visa (if applicable)
S\$20 per issue of a Single Journey Visa (if applicable)

S\$40 per issue of the Long Term Social Visit Pass
S\$20 per issue of a Multiple Journey Visa (if applicable)
S\$20 per issue of a Single Journey Visa (if applicable)

OPERATING HOURS

Queue tickets for submission of documents are issued between 8.00 a.m. and 4.00 p.m. on weekdays and between 8.00 a.m. and 12.00 p.m. on Saturdays. The pass(es) can be collected about three hours after the submission of documents. They can be collected on the same day where documents are submitted before 3.00 pm (Mondays to Fridays) and 11.00 am (Saturdays).

PART III - USEFUL INFORMATION

- The Work Pass Division is located at Ministry of Manpower, 18 Havelock Road, Singapore 059764. A copy of the location map is available at <http://www.mom.gov.sg>.
- Any Dependant's Pass(es) which has/have been approved in-principle for the above named person(s) enables him/her/them to accompany or join the Employment Pass holder and to remain with the pass holder in Singapore, subject to the validity of the Employment Pass.
- Dependant's Pass(es) which is/are approved in-principle for the child/children of the Employment Pass holder will only be issued up till 21 years of age.
- A dependant of an Employment Pass holder who wishes to work in Singapore must apply for a Letter of Consent from the Work Pass Division. A copy of the application form is available at http://www.mom.gov.sg/publish/etc/medialib/mom_library/work_pass/files5.Par.9762.File.tmp/LOC_11012006.pdf.
- To cancel an Employment Pass, the following documents must be produced at the Work Pass Division within seven days from the last day of employment of the Employment Pass holder :
 - A letter from the employer requesting cancellation of the Employment Pass;
 - The valid travel document and the Disembarkation/Embarkation Card (Green card) of the pass holder; and
 - The IMM 27 (Immigration White Card) duly completed.

If the Employment Pass holder has left employment without informing the employer and the travel document cannot be produced for cancellation of the Employment Pass, the employer must also produce a police report.

Any Dependant's Pass and/or Long Term Social Visit Pass tied to an Employment Pass must be produced for cancellation along with the Employment Pass. Failure to do so will result in the Dependant's Pass and/or Long Term Social Visit Pass holder becoming an overstayer.

EPONLINE

DECLARATION FORM FOR THE RENEWAL OF AN EMPLOYMENT PASS

1. This Declaration Form is to be completed and signed only after the In-Principle Approval (IPA) letter has been issued.
2. If there are any discrepancies in the information found in this Declaration Form, the correct information must be provided in writing to the Work Pass Division, Ministry of Manpower, 18 Havelock Road, Singapore 059764, before collection of the Pass. If there has been a change in the information, the application will need to be re-assessed. If the applicant is still in his/her home country, the applicant is advised not to enter Singapore till the application is re-assessed and approved.
3. The original copy of the completed Declaration Form must be submitted to the Work Pass Division, Ministry of Manpower, Singapore, when the Employment Pass is collected.

PART A DECLARATION BY APPLICANT

Our reference: G5896808R/01/08/2007/P2

I, MOORI ASHOK KUMAR REDDY, reference no: G5896808R/R010807243200, declare that the following particulars provided in my Renewal of an Employment Pass Form are true and correct:-

- i. Date of Application: 01/08/2007
- ii. Date of birth: 25/07/1978
- iii. Nationality: INDIAN
- iv. Name of Employer: OPTIMUM SOLUTIONS (SINGAPORE) PTE LTD
- v. Job title under Employment Pass: SENIOR STORAGE SPECIALIST
- vi. Fixed Monthly Salary under Employment Pass (S\$) : 5800
- vii. Basic Monthly Salary under Employment Pass (S\$) : 5800

I declare that:-

- | | |
|--|----|
| i. I have been refused entry or deported from any country | NO |
| ii. I have been convicted in a court of law in any country | NO |
| iii. I have been prohibited from entering Singapore | NO |
| iv. I have entered Singapore using a different passport or name | NO |
| v. I have been a citizen or permanent resident of Singapore | NO |
| vi. I am currently a Singapore citizen or Singapore permanent resident | NO |

If any of the above answers is "Yes", please provide details:

I confirm that the information as set out in the Renewal of an Employment Pass Form and this Part, to the best of my knowledge, is true and correct. All documents submitted with this Declaration Form and in support of my Renewal of an Employment Pass are true copies of the originals. I further confirm that all other information in my previous application or applications remains true and correct. I understand that I may be prosecuted if I have provided any information which is false in any material particular, or is misleading by reason of the omission of a material particular.

I further declare that I have not suffered or am not suffering from AIDS or infected with HIV or Tuberculosis. I know that if I am found to be suffering from AIDS or infected with HIV or Tuberculosis, the pass issued to me will be cancelled and I will have to leave Singapore by the date the Controller of Immigration requires me to leave Singapore.

(Signature of Applicant)

(Date of Signature)

Our reference:

PART B DECLARATION BY EMPLOYER**Our reference: G5896808R/01/08/2007/P2**

I, (Name of authorised representative) _____
(NRIC No./ FIN No.) _____
in my capacity as (Designation in company /firm) _____
of (Name of company/firm) OPTIMUM SOLUTIONS (SINGAPORE) PTE LTD
whom is the employer and local sponsor of the applicant declare that the following details are true and accurate:-

- i Job title of Applicant : SENIOR STORAGE SPECIALIST
- ii Fixed Monthly Salary to be paid to Applicant (S\$) : 5800
- iii Basic Monthly Salary to be paid to Applicant (S\$) : 5800

I further declare that Part A of this Declaration Form was, to the best of my knowledge, personally completed and signed by the Applicant whose name is indicated with the In-Principle Approval letter. I have ensured that the Applicant fully understands the contents of Part A of the Declaration Form.

I confirm that the information as set out in the Renewal of an Employment Pass Form and this Part is, to the best of my knowledge, true and correct. I further confirm that all other information in our previous application or applications to MOM in respect of MOORI ASHOK KUMAR REDDY remains true and correct. I understand that I may be prosecuted if I have provided any information which is false in any material particular, or is misleading by reason of the omission of a material particular. I further understand that any false statement made by my company or myself in relation to the Renewal of an Employment Pass Form or this Declaration Form may adversely affect the future work pass applications of my company / firm.

I undertake to be responsible for the stay, maintenance and repatriation of the applicant.

I undertake to indemnify the Singapore Government for any charges or expenses which may be incurred by the Government in respect of the repatriation of the said applicant or any of his dependants.

I also undertake to be responsible for ensuring the compliance by the applicant of any quarantine and medical surveillance imposed on the applicant under Regulation 8(2A) of the Immigration Regulations.

(Signature of authorised representative)

(Company / Firm Stamp)

(Date of Signature)

MAIN MENU

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