



ONG HOCK CHOON
1B LICI AVENUE
SENNETT ESTATE
SINGAPORE 348773



07 Jul 2017

Your helper's work permit has been renewed

Dear ONG HOCK CHOON

This letter confirms that you can keep your helper. Her new work permit will expire on 03 Aug 2019.

There is a letter with this one that you need to print and give to your helper. It acts as a temporary work permit while you wait for your helper's new permit.

MOM will send your helper a new work permit in the next four to five days, once we have checked all the information in your renewal application. The new permit will only be released to any of the authorised recipients whom you have named. We will send you an SMS one working day before we deliver the permit.

MOM is unable to accept requests to change delivery times. However, if we fail the first time, we will try to deliver the permit again a few days later — we will send you another SMS. If we are unable to deliver after two attempts, you will be asked to collect the permit from the MOM Services Centre in Bendemeer.

You can check the status of your delivery through Work Permit Online. Click Enquire > Card Delivery / Collection Status.

Yours sincerely

Pansy Chow
For the Controller of Work Passes

PAYMENT REFERENCE
8C47BF2491748D

RECEIPT NO
R00000693792

HELPER'S NAME
HME HME MOE

FIN
G2692672L



HME HME MOE
C/O ONG HOCK CHOON
1B LICI AVENUE
SENNETT ESTATE
SINGAPORE 348773


093691024040815

For Immigration Use (To clear by FIN)


G2692672L

07 Jul 2017

This letter allows you to stay and work in Singapore

Dear HME HME MOE

Your employer has renewed your work permit with MOM.

MOM will send you your new work permit in the next four to five days after we have checked everything in your application. We will send your employer an SMS one working day before we deliver your card.

Before you get your new permit, this letter allows you to stay and work in Singapore. It is valid until 05 Aug 2017. You will need to show this letter at Immigration if you leave the country before your new permit arrives.

You must return your old permit to us by 14 Jul 2017. Please post it to the *Work Pass Division, Ministry of Manpower, 18 Havelock Road, Singapore 059764*.

Yours sincerely

Pansy Chow
For the Controller of Work Passes

HELPER'S NAME
HME HME MOE

FIN
G2692672L

NEW WORK PERMIT EXPIRY DATE
03 AUG 2019

DATE OF BIRTH
28 SEP 1991

GENDER
FEMALE

NATIONALITY
MYANMAR

PASSPORT NO
MB219618

PASSPORT EXPIRY DATE
09 JUL 2020

EMPLOYER'S NAME
ONG HOCK CHOON

OCCUPATION
FOREIGN DOMESTIC WORKER

Underwritten by:



TOKIOMARINE

TOKIO MARINE INSURANCE SINGAPORE LTD
20 McCallum Street #09-01
Tokio Marine Centre Singapore 069046
Tel: +65 62216111 Fax: +65 63242180
Web: www.tokiomarine.com.sg
Company's Registration No. 192300014M

For Enquiries / Documentations / Claims Handling, please contact:



AVA INSURANCE AGENCY PTE LTD
91 Bencoolen Street #09-06
Sunshine Plaza Singapore 189652
Tel: +65 65356838 / 64638138
Fax: +65 65356828 / 64635021
Web: www.ava-ins.com.sg
Company's Registration No. 201113230C

Domestic Maid Insurance

UNITED CHANNEL EMPLOYMENT AGENCY PTE LTD (KT1)

Certificate No. DZA168336

The Insured : ONG HOCK CHOON

The Address : 1B LCHIAVENUE SENNETT ESTATE SINGAPORE 348773

The Beneficiary : The Estate of the Insured Person named below in respect of Section 1A and 1B only.

The Insured Person : HME HME MOE

Date of Birth : 28/09/1991

Passport No : MB219618

Nationality : MYANMAR

The Period of Insurance : 04/08/2017

to 03/10/2019

Or until cessation of the employment whichever is the earlier.

Section	Coverage	Limit
1.	Personal Accident	
	(A) Death	S\$40,000
	(B) Permanent Disablement	As per scale in Policy
	(C) Medical Expenses	S\$1,000
2.	Hospital & Surgical Expenses	S\$30,000 (Annual Limit: S\$15,000) (Worldwide)
4.	Repatriation Expenses	Up to S\$10,000
11.	Reimbursement of Indemnity paid to Insurer (excess S\$250)	Covered wef 04-Aug-2017

Premium : S\$280.00

GST : S\$19.60

Premium (w/GST) : S\$299.60

Signed this 06/07/2017

Not valid unless countersigned

Authorised Representative
AVA Insurance Agency Pte Ltd

Tokio Marine Insurance Singapore Ltd

A.K. Cher
CEO and Managing Director



Use this form only if you are an employment agent acting on behalf of an employer

Declaration by the employer:

1. In order to renew a work pass under the Employment of Foreign Manpower Act ("EFMA"), I declare that:
 - a. I am fully aware of and shall fulfil my obligations as an employer of a foreign domestic worker under the EFMA and the Employment of Foreign Manpower (Work Passes) Regulations ("EFMR") which includes the following:
 - Pay her salary promptly
 - Pay for her upkeep and maintenance, including medical treatment
 - Provide acceptable accommodation for her
 - Should she die while in Singapore, pay for her burial or cremation and pay for her body and belongings to be returned to her home
 - Take her to the Controller of Work Passes when required by MOM
 - Inform the Controller of Work Passes in writing within seven days when her employment ends or her work pass is cancelled
 - Arrange and pay for her passage home, after giving her reasonable notice, and paying her outstanding salary.
 - b. I shall take reasonable steps to ensure that my foreign domestic worker complies with the EFMA and the EFMR; and such steps shall include reporting to the Controller of Work Passes if I know that she is non-compliant; and
 - c. I have obtained my foreign domestic worker's written consent to continue her employment with me.
2. When a new security bond is needed, I declare that:
 - a. I have furnished my security bond as follows:

Policy Number	Expiry Date (DD-MM-YYYY)
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 - b. I understand that the Controller of Work Passes has imposed on me a security bond for the sum of FIVE THOUSAND SINGAPORE DOLLAR (SGD 5,000) payable to the Government of the Republic of Singapore to ensure that I comply with my obligations under the EFMA and the EFMR [including those in 1(a) above];
 - c. I understand that if I breach any of my obligations as an employer of a foreign domestic worker, my Security Bond may be forfeited fully or in part. I also understand that if there is only partial forfeiture, the Government of the Republic of Singapore may forfeit the rest at a later point in time for the same breach or a different breach.
3. By signing this form, I indicate that I have read and understood this declaration; and intend to be bound by it. I am aware that if I have wilfully stated in it anything which I know to be false or do not believe to be true, I may be prosecuted.

Name of foreign domestic worker

Hme Hme Moe

Name of employer

Ong Hock Choon

NRIC / FIN

81541017E

FIN of foreign domestic worker

G12692672L

Signature of employer

Date (DD-MM-YYYY)

06-07-2017

RENEWAL OF WORK PERMIT / PASSPORT / VISA Documentation

****Note :** Please make sure that all authorization
forms are filled and signed

(company stamp)



Date : 06/07/17

Package Fee : \$50

Official Receipt No. : KT012017075672

Insurance : Plan A

RIP : ☒ YES ☐ NO

Name of Employer : ONG HOCK CHUAN

Contact No. : (H) 62866332 (HP) 96823881

Spouse : LIM SIEW HAN

Contact No. : (H) 9010 8801 (HP) 62866332

☒ Myanmar ☐ Filipino ☐ Indonesia

Name of FDW : Hme Hme Moe

Work Permit No. : 093691024

Date of Expiry : 03/08/2017

Passport No. : MB219618

Date of Expiry : 09/07/2020

Remarks / Special Instructions :

email : hcong168 @ gmail. com



ONG HOCK CHOON
1B LICHU AVENUE
SENNETT ESTATE
SINGAPORE 348773



04 Jun 2017

It's time to renew your helper's work permit

Dear ONG HOCK CHOON

Your helper's work permit will expire on 03 Aug 2017.

There are a few things you need to do if you want to keep her. Use the handy checklist over the page to make sure you have everything ready before you renew.

If you don't intend to renew your helper's permit, you will need to think about transferring her to another employer or sending her home. You can find out more about this at mom.gov.sg > Foreign Manpower > Work passes and permits > Work Permit for foreign domestic worker.

Yours sincerely

Pansy Chow
For the Controller of Work Passes

HELPER'S NAME
HME HME MOE

FIN
G2692672L

WP NO
0 93691024

DATE OF APPLICATION
04 AUG 2015

SB TRANSMISSION NO
491354-

If you wish to keep your helper

- 1 If your address has changed recently, update the Police Post or ICA
- 2 Buy a new insurance package
- 3 Then go online to renew at services.mom.gov.sg/workpass/keepmyhelper

⚠ IMPORTANT

There may be an overstaying fine of up to \$500 if your helper's permit is not renewed, transferred or cancelled before 03 Aug 2017





Authorisation Form for Foreign Domestic Worker Work Pass Transactions

This authorisation letter shall only be valid for 14 days from the date of employer's authorisation, and only applies to the application / renewal / transfer / cancellation of the foreign domestic worker(s) listed below. To ensure proper authorisation, employers are to indicate NA for rows that are not filled.

*The softcopy of this form contains macros and can only be used with MS Word 2007 version or later. Please print out the PDF version and fill it in hardcopy if you do not have the required software.

Declaration by Employer

Employer Name	Ong Hock Choon
NRIC No./ FIN	81541017E
Contact No.	96823881
Signature and Date	 

S/N	Name of Foreign Domestic Worker(s)	Passport / FIN / WP No.	Authorised Transaction
1	Hme Hme Moe	MB 219618	Renewal
2		093691024	

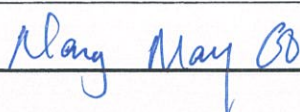
☒ I hereby declare that I am authorising _____ (Name and licence no. of employment agency) to perform the above work pass transaction(s) on my behalf.

Fill in only if applicable.

☐ I hereby authorise _____ (Full name as in NRIC/Passport), _____ (NRIC/Passport No.), to submit this authorisation form on my behalf. A copy of the representative's NRIC/Passport is enclosed with this authorisation form.

Declaration by EA

- ☒ I have spoken to and verified with employer to confirm his / her authorisation.
- ☒ I have spoken to and verified with employer that the person submitting this form to the EA is authorised to do so on behalf of the employer.
- ☒ I declare that I have ensured all necessary fields are filled in prior to making the abovementioned work pass transactions.
- ☒ I declare that the information provided on this form is true and correct.

Name of EA personnel	Nang May Oo
Registration No.	R1100684
Signature and Date	

Passport No
MB219618

REPUBLIC OF THE UNION OF MYANMAR



Name _____

HME HME MOE

Nationality
MYANMAR

Date of birth

DATE OF BIRTH
28 SEP 1991

So,

Place of birth

KANI

Date of issue
10 JUL 2015

Authority
MOHA, YANGON

Date of expiry

Holder's signature

09 JUL 2020

Signature

[illegible][illegible]



WORK PERMIT
Employment of Foreign Manpower Act (Chapter 91A)
Republic of Singapore

Employer Location
ONG HOCK CHOON
1B LICHU AVENUE S(348773)



Name
HME HME MOE
Occupation
DOMESTIC WORKER

Work Permit No.
0 93691024

Date of Application
04-08-2015

Date of Issue
18-08-2015

Date of Expiry
03-08-2017



L5952101

VISIT PASS
Immigration Regulations

Name
HME HME MOE



Date of Birth	Sex	Nationality
28-09-1991	F	MYANMAR
FIN	Date of Issue	Date of Expiry
G2692672L	18-08-2015	03-08-2017

MULTIPLE JOURNEY VISA ISSUED

**YOU ARE TO SURRENDER THIS CARD WHEN IT IS CANCELLED
OR HAS EXPIRED, OR WHEN A NEW CARD IS ISSUED TO YOU.**





United Channel

865 Mountbatten Road, #01-22/23/24/25, Katong Shopping Centre, Singapore 437844

Tel: 6344 8807 Fax: 6345 0806 Email: unitedes@singnet.com

License No. 07C4306

www.unitedchannel.com.sg

GST Registration No. 200716859W

TAX INVOICE

Employer Detail

Employer Name: ONG HOCK CHOON
Booking No: KT010607173240

NRIC No: S1541017E
Date: 06-07-2017

FDW Detail

FDW's Name: ~~AYE MARK HANE~~ Hme Hme Moe

Code No: -

Nationality:

P / P No:

Placement Fee \$0.00

Description

INSURANCE	\$ 230.00
INDEMNITY INSURANCE	\$ 50.00

Taxable Amount	\$280.00
GST Standard Rated 7%	\$19.60
Sub Total	\$299.60

REIMBURSEMENT

Total Amount (rounding of adjustment \$0.00)	\$299.60
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Amount Received	\$299.60
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Receipt No.	Date	Amount	Description	Payment Mode/Ref
KT012017075672	06-07-2017	\$ 299.60	Booking fee for INSURANCE ~ PLAN A (2 YEARS) (\$230.00), INDEMNITY INSURANCE (\$50.00) INDEMNITY INSURANCE (\$19.6000000000000023)	Cheque-POSB 856645

*payment includes 7% GST where its applicable.

Amount Balance	\$0.00
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Signature by Employer

Name: ONG HOCK CHOON

NRIC: S1541017E

Signature by Agent

Name: Phang Hui Ting

Reg No: R1110926

Any enquiries/feedback, kindly contact us at feedback@unitedchannel.net