SINGAPORE EMPLOYMENT PASS GUIDE

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OVERVIEW

The Employment Pass (EP) is the main type of Singapore work visa issued to overseas professionals, managerial personnel (managing directors, general managers, CEOs), executives or specialists who wish to work in Singapore.

The Ministry of Manpower (MOM) allows foreigners to apply for the Singapore EP after they have incorporated their Singapore company so that they can live and work in Singapore. The EP neither falls under any quota system nor requires a monthly levy charge.

You can apply for Singapore Employment Pass (EP) if:

- You are a foreign entrepreneur, professional or managing director of a Singapore company and wish to relocate to Singapore to manage your company operations;
- You are a locally-incorporated Singapore company and need to hire foreign employees;
- You have an employment offer from a prospective Singapore employer. In this case, you will need the company to expedite the EP application on your behalf;

The eligibility for a Singapore EP is based on the individual applicant's educational and professional qualifications, specialist skills set or related work experience. The applicant must be drawing a minimum fixed monthly salary of at least \$\$3,000.

Note: Singapore Employment Passes are carefully assessed by the Ministry of Manpower (MOM), taking into consideration not just the applicant's eligibility, but also the employer's track record and the applicant's value add to the Singapore local workforce.

An application's success is also closely-tied to the economic climate within Singapore at the time of application. The authority also considers companies that are able to:

- complement any of the developing industries promoted by the Singapore government and
- 2. hire individuals who possess skills that are in short supply or add value to the Singapore workforce.

Setup Requirements

- Minimum 1 shareholder
- 1 resident director
- 1 company secretary
- Minimum paid-up capital of S\$1
- A local registered office address

Application Process

Incorporate a Singapore company



Apply for the Employment Pass Assessment (1 to 4 weeks) by MOM



If approved, an In-Principle-Approval (IPA) letter is issued



Collect Employment Pass and start business

Online Resources

Employment Pass FAQs | Compare Singapore Work Pass Types | Singapore Work Visa

EMPLOYMENT PASS

Eligibility and Requirements

Who is it for?	Professionals, managerial personnel (managing director, CEO), executives or specialists
Eligibility Criteria	who wish to work in Singapore may apply for the Singapore Employment Pass. To be considered for an Employment Pass, a professional must have a fixed monthly salary of at least \$\$\frac{4}{3}\$,000, and possess an acceptable degree, professional qualifications specialist skills set. Singapore Employment Passes are carefully assessed by the Ministry of Manpower who take into consideration a number of factors such as the applicant's educational qualifications, wo experience, job profile, economic contributions, employer's track record and the additional value of the applicant to the Singapore local workforce. Applicant Company Government Relevant work experience and educational Operational history qualifications International presence Skill in demand Complement and
	 Age No. of local employees Position Special skill sets
Pass Type & Eligibility	P1: Fixed monthly salary > \$8,000 Possesses recognized qualifications P2: Fixed monthly salary > \$4,500 Possesses recognized qualifications Q1: Fixed monthly salary > \$3,000 Possesses recognized qualifications; or Specialized skills and a minimum of 5 years of work experience may compensate for the lack of recognized qualifications.
Company Paid-up Capital	S\$1.00 (One of the assessed factors is the paid-up capital of the company.)
Visa Validity	1 – 2 years
Renewal	Renewable as long as you continue to be employed by the company.
Dependent Pass	Applicable to immediate family members
Permanent Residence (PR)	Eligible to apply after 12 months for Singapore Permanent Residence
Documents Required for EP Application	 A clear scanned copy (preferably color) of Travel Document Particulars Page detailing the personal particulars and travel document number. Please include pages reflecting amendments to details (e.g. name, expiry date), if any. Educational Certificates, if any¹. Please provide a clear scan copy of the documents 150 dpi Resolution not exceeding 2MB in PDF file format. Registration or Support Letters from a relevant Vetting Agency / Professional Body / Accreditation Agency, if support from them has been declared in the application.
Application Filing	Applicants with degree qualifications from China will need to submit their Certificate of Graduation. The Employment Pass can be applied anytime after the incorporation of a company.
Application rining	The Employment rass can be applied anythine after the incorporation of a company.

Online Resources

Singapore Employment Pass | Singapore Work Pass | Entrepass

Helpful Links:

Company Registration
Immigration
Accounting
Taxation Services
Offshore Incorporation



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