



IN
COLLABORATION
WITH



CHECKLIST FOR ENDORSEMENT OF EMPLOYMENT PASS (EP)

COMPANY : _____

ROC NO. : _____

EXPATRIATE NAME : _____

PASSPORT NO. : _____

NATIONALITY : _____

NO.	ITEM	CHECKLIST
DOCUMENTS		
1.	ENDORSEMENT FORM	
2.	PASSPORT COPY	
3.	APPROVAL LETTER (printed from ESD system)	
4.	DP11/ DP11A FORM (printed from ESD system)	
5.	COMPANY AUTHORIZATION LETTER WITH COPY OF IDENTIFICATION CARD / PASSPORT BIO DATA PAGE PLUS LATEST VALID PASS	

SUBMISSION OFFICER DETAILS

SUBMISSION OFFICER IN LoU: YES / NO

NAME : _____

IC / PASSPORT NO. : _____

SIGNATURE : _____

DATE : _____

***Please attach COPY OF SUBMISSION OFFICER MYKAD/PASSPORT*

RECEIVED STAMP:

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**Name & Stamp
MYXpats Officer**