

PROCESS CONSTRUCTION & MAINTENANCE (PCM) SCHEME

FORM A: APPLICATION FOR PROCESS MAINTENANCE (PM) WORKERS

This form is to request EDB's In-Principle Support (IPS) for:

(A1) New or additional Non-Traditional Source (NTS) and/or PRC workers for process maintenance projects only.

OR / AND

(A2) Renewal of existing Non-Traditional Source (NTS) and/or PRC workers for process maintenance projects only. The workers must already be holding PCM work permits.

This application must be enclosed with copies of the contract(s) with the MNC(s) and Main Contractor(s) supporting this application.

Note: Company must have a process CPF number before making this application.

PART I –GENERAL INFORMATION

A. COMPANY PROFILE

Name of Company			
Company Address			
Contact Person / Designation			
Email address		Tel:	Fax:
Process Maintenance CPF Account (A/C) No. / Date Approved			
Ownership (for the above CPF Account)	Local: %	Foreign: %	Country:
Key Process Activities			
Turnover for past 3-years (S\$)	(FY 20 _____)	(FY 20 _____)	(FY 20 _____)

B. DETAILS OF CONTRACT(S) WITH MNC(S) OR MAIN CONTRACTOR(S)

Please provide the contract information and copies of the contract(s) or relevant supporting document(s).

Contract Summary / Name of Client	Valuation (S\$)	Start Date of Contract	End Date of Contract
1.			
2.			
3.			

C. CURRENT MANPOWER PROFILE

Profile of the workforce in the company

Total Employment (as at _____)	
No of Singaporeans (Full time employees)	
No of Permanent Residents :	
No of Employment Pass Holders (P, Q work passes)	
No. of 'S' Pass Holders :	
No of 2-yr WP Holders : India	
Malaysia	
Pakistan	
Bangladesh	
Sri Lanka	
Thailand	
Myanmar	
Philippines	
PRC	
Others (pls specify) _____	
Total	

Profile of Skill level in company

Skill Level	No of Local Workers	No of Foreign Workers
National ITE Certificate (NITEC)		
CoC/ SET (process skills)		
Uncertified (currently undergoing OJT)		
Uncertified (and still untrained)		

Profile of workers registered with the **Process CPF a/c** only

No of local employees with the process CPF a/c (full time employees only)

No of foreign workers currently secured under PCM scheme

No. of IPS currently secured (indicate also the sponsoring MNC/s)

PART II – FOR APPLICATION (A1): NEW OR ADDITIONAL WORKERS

D. PROFILE OF FOREIGN WORKERS TO BE RECRUITED

S/n	Trade	No of foreign workers	Nationality	Job description of the workers
1	Electrical works			
2	General fitting			
3	Instrumentation			
4	Machine fitting			
5	Metal Scaffolding			
6	Painting & blasting			
7	Plant civil works			
8	Plant equipment fitting			
9	Process Pipefitting			
10	Refractory			
11	Rigging & material handling			
12	Rotating Equipment Fitting			
13	Thermal insulation			
14	Welding			
	Total			

I declare that the facts stated in this application are true and that the workers requested under this application will serve Process Maintenance activities only.

Name / Designation

Signature

Company's Official Stamp

Date

PART III – FOR APPLICATION (A2): RENEWAL OF EXISTING WORKERS

E. PROFILE OF FOREIGN WORKERS FOR RENEWAL

S/n	Work Permit No.	Name of Worker	Nationality	Date of WP Expiry	Length of Stay (years)	Skill Trade (SET or NITEC etc)	Current Sponsored MNC	Current Assignments	Yes/ No (for renewals by MNC)
1									
2									
3									
4									
5									
6									
7									
8									

I declare that the facts stated in this application are true and that the workers requested under this application will serve the Process Industry maintenance activities only.

Name & Designation

Signature

Company's Official Stamp

Date

PART V – ENDORSEMENT

F. BY THE MAIN CONTRACTOR(S)

(This section should be left blank, if your company is directly engaged by the MNC)

We _____ (name of Main contractor) (CPF: _____),
recommend that _____ (name of Applicant Company) be allowed
to recruit/renew (pls circle) _____ (no.) foreign workers for the following projects:

- i) _____
- ii) _____
- iii) _____

Remarks:

I hereby support this application and certify that information furnished above is correct.

Name / Designation*

Signature / Date

Tel / Fax No.

Email

Company's Official Stamp

**Authorized personnel*

G. BY THE MNC(S)

(Fill in (i) if part (E) has been left blank, (ii) otherwise)

(i) We _____ (name of MNC) (CPF No: _____),
recommend that _____ (name of Applicant Company) be
allowed to recruit/renew (pls circle) _____ (no.) foreign workers for the following projects:

- i) _____
- ii) _____
- iii) _____

OR

(ii) We _____ (Name of MNC) (CPF No: _____),
confirm that the above-mentioned Main Contractor is contracting with us for the projects listed
above.

Remarks:

I hereby support this application and certify that information furnished above is correct.

Name / Designation*

Signature / Date

Tel / Fax No.

Email

Company's Official Stamp

**Authorized personnel*

Please submit this form to:

Resource Development Division
Economic Development Board
#18-00 Raffles City Towers
250 North Bridge Road
Singapore 179101

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