



SINGAPORE - COUNTRY REPORT

CONTACT:

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EMPLOYMENT STATUS All local workers will be employed by our Mauve limited company in Singapore. All employment passes required by expatriate workers to work in Singapore will be sponsored by our limited company but the workers will remain as employees of the end client.

PAYROLL Employees will be paid a monthly salary. This will be paid in the local currency of Singapore dollars (SGD) and paid into their local bank account in Singapore.

Please note one month's salary deposit will be required to ensure the funds are in place for the payroll which is finalised on the 20th of each month worked.

TAX & SOCIAL SECURITY Only Singapore citizens and permanent residents in Singapore are required to contribute to the CPF (Central Provident Fund). All foreigners are exempt from CPF contributions, although a skills development levy will be applied monthly for all foreign employees rendering services wholly or partly in Singapore.

A withholding amount of 20% will be applied from day one for expatriates only. A tax return must be submitted by the 15th April of the year following the one worked. Assistance can be given with the tax return by our recommended accountant. A tax clearance certificate is also required before the employee leaves Singapore. Withheld taxes will be released for this purpose.

IMMIGRATION All expatriates wishing to live and work in Singapore must apply for an employment pass (EP) before their arrival in Singapore. Our local representative will apply and obtain approval on their behalf. Approval timescales vary from approximately 7 -14 working days irrespective of nationality. Once the approval is received, a copy of the approval letter (E letter) will be sent to the employee. Those nationalities that do not require a visa to enter Singapore can enter with the E letter. Once they arrive in Singapore they will have a social visit pass stamped in their passport. All other nationalities must obtain an entry visa for business. Our local company will provide the introduction letter (V39A) so the employee can apply for the entry visa for business at the Singapore embassy in his/her home country or country of residence.

Once the employee is in Singapore, he/she must visit the Ministry of Manpower and be fingerprinted. Some nationals may also be called forward for a medical. This process can take approximately 4 working days. Once completed, the employment pass can be collected in approximately 4 working days.

The whole process to obtain the employment pass is approximately 4 - 6 weeks (2 weeks for the extension) once all the information/documents have been collated and the application has been filed with the immigration authorities.

ABOUT SINGAPORE Capital: Singapore
Dialing code: +65
Population: 5.399 million
Currency: Singapore dollar SGD
Continent: Asia

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Business without borders

With strategically placed regional offices, Mauve has the knowledge and expertise to deliver solutions globally.