

Government of the People's Republic of Bangladesh
Ministry of Expatriates' Welfare and Overseas Employment
Enforcement Section-2
Probashi Kalyan Bhaban
71-72, Eskaton Garden, Ramna, Dhaka-1000
www.probashi.gov.bd

No-49.00.0000.232.42.017.15.186

Date: 13-09-2015

Subject: Revised Guidelines for employment of Bangladeshi workers from Bangladesh to Singapore.

The Government has awarded No Objection Certificates (NOCs) to the companies of Singapore and issued instructions for the training and testing of workforce in Bangladesh under the Building Construction Authority (BCA) of Singapore vide letter no. Sha-13/Singapore/TTC-7/99 (Part-2) Dated 22/07/1999 and letter of even number Dated 22/09/1999. Subsequently Government has nominated local NOC holders and their partners as Sending Organization (SO) to send the qualified workforces to Singapore vide letter no.49.00.0000.232.16.008.15.74, dated: 26/05/2015. In order to ensure smooth mobility of qualified workforce from Bangladesh to Singapore after completing training and testing with the Overseas Training Centre (OTC)s in Bangladesh and to make the overall process more disciplined and organized and also to ensure optimum migration cost under the section of 21 of the Overseas Employment and Migrant Act 2013. So Government has decided to revise the existing Guidelines. The revised set of Guidelines is given below:

- a. The NOC Holder companies of Singapore will make agreement with the local partners in Bangladesh. These agreements have to be done properly and to be submitted to the Ministry.
- b. Before shifting the location of a test centre or renaming/making any change of the company, prior permission of the Ministry must have to be taken. In this case the written consent of the NOC Holder, the Local NOC Holder, and the Directors/ partners of the local NOC Holders must be submitted to the Ministry for consideration.
- c. Testing fees must not exceed the prescribed limit as determined by the BCA. No extra collections are permitted.
- d. Training and Testing procedures have to be totally free, fair and impartial in nature.
- e. The NOC Holders, the Local NOC Holders and the partners of Local NOC Holders are to incorporate a Company in Dhaka to undertake the tests so as to comply with Bangladesh laws. The company so incorporated has to be approved by the Ministry for conducting test.
- f. The NOC is issued for one year only. So, the NOC holders will have to apply for the renewal of their NOCs on an annual basis within 31st December. The renewal is subject to the performance of the NOC holders and the Local NOC holders and the fulfillment of the terms and conditions of the NOC.
- g. The test center must be under the management of the Local NOC Holder.
- h. The itinerary of BCA officials / Testers of Singapore to Bangladesh and the testing schedule shall have to be informed to the Ministry.

- i. The trade wise number of the candidates passing the BCA test will have to be submitted to the Ministry and BMET in each month.
 - j. The Affidavit of Compliance with the Revised Guidelines shall have to be submitted to the Ministry before going into operation with the NOC. Similar Affidavit has to be submitted every year with the NOC renewal application.
 - k. Suspension/ withheld of activities of local NOC holders will be made if proof of non compliance is evident and detected conclusively.
 - l. To prevent disputes and litigation between parties, if parties request a change in matters already approved by the Ministry, the consent of all parties involved must be obtained in writing and be submitted to the Ministry. All parties include the Singapore NOC Holders, the Local NOC Holders, and the Directors / Partners of the locally incorporated Company conducting the test. Matters approved by the Ministry includes the name of the OTC Company, the location of tests, the names of the NOC Holder and the Local NOC Holder, the business agreements between the Singapore NOC Holder and the Local NOC Holder, and also the agreements between the local NOC Holders and their partners.
 - m. Only the approved Overseas Training Center (OTC) and Training Center approved by the Ministry are allowed to conduct training, test and other related activities. For the avoidance of doubt, the sale of test quotas to training centers not approved by the Ministry is prohibited.
 - n. In case of any dispute or misunderstanding or clarification in the events relating to employment of Bangladeshi workforce to Singapore, the Ministry shall settle the issue with active and constructive discussion with the companies of Singapore and its local partners in Bangladesh.
 - o. The Local NOC Holder and their partners those are involved in training, testing and sending worker from Bangladesh to Singapore are treated as Sending Organizations (SOs). Every Sending Organization (SO) must have a contract agreement with a valid/ recognized Recruiting (employment) agency (RA) of Singapore.
 - p. The SOs must send the bio-data of the qualified candidates passed in the tests conducted by the Building Construction Singapore (BCA) only to their RA of Singapore. Visa/IPA obtained by the RA against those candidates can only be accepted and processed through respective SO for 'Manpower Clearance' from the Bureau of Manpower Employment and Training (BMET) of the Government of Bangladesh. List of Visa/ IPA obtained by the RA must be shown in their respective website.
 - q. The RA of Singapore can only obtain Visa/IPA against the bio-data of the candidates received from their Bangladeshi counterpart SOs. The RA of Singapore cannot obtain Visa/IPA for any candidate received from any other sources/agents. The Ministry can ask any SO to terminate contract with respective RAs if there is any breach of contract or involvement in any clandestine activity.
2. Bangladesh High Commission in Singapore is requested to convey the revised contents of this letter to the BCA in order for them to convey the same to all licensees concerned to take measures to implement the latest instructions.

3. Necessary legal actions shall be taken immediately if this set of revised Guidelines or related instructions or laws are violated partially or fully by the NOC Holders or Sending Organization and their partners. The Ministry reserve the right to review, include and consider any other matters regarding Sending Organizations.

4. Previous instructions issued in this regard will be treated as cancelled and the new (revised) Guidelines will come into force with immediate effect.

Signed
13.09.2015

(Khandker Md Iftekhar Haider)

Secretary

Email: secretary@probashi.gov.bd

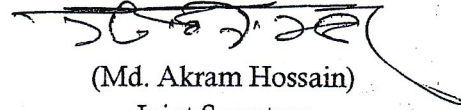
No-49.00.0000.232.42.017.15.186

Date: 13-09-2015

Copy for information and necessary action (not in order of seniority):

1. Director General, Bureau of Manpower Employment and Training (BMET), Probashi Kalyan Bahban, 71-72, Elephant Road, Iskaton Garden, Dhaka, Bangladesh.
2. Hon'ble High Commissioner, Bangladesh High Commission in Singapore (Attn: Ms Ayesha Siddiqua Shely, Labour Counsellor)
3. PS to the Hon'ble Minister, Ministry of Expatriates Welfare and Overseas Employment, Dhaka, Bangladesh.
4. PS to the Secretary, Ministry of Expatriates Welfare and Overseas Employment, Dhaka, Bangladesh.
5. Director, Building Construction Authority (BCA), 200 Bradell Road, Singapore-579700
6. Director, Foreign Manpower Department, Ministry of Manpower, 18 Havelock Road, Singapore-059764.
7. Managing Director, Prograssive Builders Pte Ltd. 18 Boon Lay Way #10-133@Tradehub 21, Singapore-603366
8. Chief Executive Officer, Singapore Piling & Civil Engineering Pte Ltd. BBr Building 50 Changi Sourth, Street-1, Singapore-486126
9. Director, Chiu Construction Co Pte Ltd. 3791 Jalan Bukit Merah # 03-05, E Centre @redhill, Singapore-159471
10. Manager, Lian Beng Construction Pte Ltd. 29 Harrison Raod, Singapore-369648
11. Director, Welltech Construction Pte Ltd. 162 Race Course Road, Singapore-218603
12. Director, Santarli Construction Pte Ltd. 531 Yishun Industrial Park A, Santarli Building, Singapore-768739
13. Mr. Melvin Ong, Director, Fonda Global Engineering Pte Ltd., 2 Tuas View Square, Intellect Building, Singapore 637676.
14. Mr. Nah Hock San, Director, Setesco Services Pte Ltd., 18 Teban Gardens Crescent, Singapore 608925.
15. Fonda Global Engineering Ptv. Ltd, Jamgorra (Near Fantasy Kingdom), Ashulia, Dhaka, Bangladesh.
16. CT Test Centre, Sarker Market, Purba Nashinghapur, Ashulia Dhaka.
17. Progressive Test Centre (Ptv.) Ltd., Ashulia EPZ Road, Ashulia, Savar, Dhaka.
18. WellTech Test Centre., Banghabandhu Road, Tongabari, Ashulia, Savar, Dhaka.

19. Singapore Piling & South Point Test Centre, Ghoshbag, Jirabo, Ashulia, Savar, Dhaka.
20. Santarli Training Centre., Kudab Mirrer Bazar, Gazipur Sadar, Gazipur.
21. Setsco-SRCI Training and Testing Institution (Pvt) Ltd., 522, Dhour, Razabari, Kamarpara, Turag, Uttara, Dhaka.
22. Lian Bengs (Bangladesh) Test Centre, Ghoshbag, Jirabo, Ashulia, Savar, Dhaka.
23. Office Copy.



(Md. Akram Hossain)

Joint Secretary

Monitoring & Enforcement

Phone: 02-8333420