# **NEW PROCESS WORKFLOW FOR EXPATRIATE APPLICATIONS**



#### COMPANY • Company is required to advertise job vacancies in MYFutureJobs portal for at least 30 days, except for the automatic exemption\* Company is required to register in Expatriate Services Division (ESD) via esd.imi.gov.my

# **EXPATRIATE POST APPLICATION**

Application to be made to MIDA via https://investmalaysia. mida.gov.my

## CONSIDERATION

Technical Committee on **Expatriates** (JTPD)

#### COMPANY

Received decision letter from MIDA

#### **EMPLOYMENT PASS APPLICATION (EP)**

Application to be made to **Expatriate** Services Division (ESD)

#### **EVALUATION**

For any enquiries, kindly contact ESD Helpdesk at 03-8880 1449 or esdhelpdeskeimi.gov.my

#### COMPANY

Received the decision letter from FSD

APPROVED -

### **ENDORSEMENT**

Immigration Unit MIDA/Immigration States/ESD

#### \*AUTOMATIC EXEMPTION

#### Advertising exemptions are as follows:

- Important roles (C-suite and Key Post)
- Expatriates with the monthly salary of RM15,000 and above
- Representative Office or Regional
- Investors/Shareholders/Owners
- Corporate transfers/ Secondments/Trade Agreements
- International Organisations

#### \*CONDITIONAL EXEMPTION

- Company may apply for exemption from advertising in MYFutureJobs portal from SOCSO by completing PDKK Form (Specialised Skilled Expatriates) via http://bit.ly/PDKKPERKESO.
- Detailed justification on why that position requires special exemption need to be indicated in the form. Company will be given exemption if the position is granted exemption by SOCSO via e-mail papdaperkeso.gov.my and the company may proceed to apply for expatriate post to the Approving Agencies.
  - If the position is found **not to fall under specialised skilled**, the company will be requested to advertise the vacancy for the position in MYFutureJobs portal for a minimum period of 30 days and conduct interview process to source for local talents.
  - Company needs to submit the Expatriate Employment Committee (JPPD) Certificate from SOCSO when applying for an expatriate post to the Approving Agencies.

For more information on MYFutureJobs, please visit: https://www.perkeso.gov.my/en/149sip/854-myfuturejobs-recommendation-for-foreign-workers-and-expatriate-application.html Source: MIDA, Expatriate Services Division and Ministry of Human Resources







