GUIDELINES FOR THE ENTRY OF
EXPATRIATE / SKILLED WORKER / KNOWLEDGE WORKER /
FOR KEY POSTS AND TECHNICAL POSTS,
AND FOR DEPENDANTS / FOREIGN MAIDS

NO.	SCENARIO	PROCEDURES
1.	Expatriate with an **ACTIVE PASS**, who is currently stranded abroad. a) **Residence Pass-Talent (RP-T) and Dependant/s** b) **Employment Pass (Category I, II & III)** c) **Professional Visit Pass (PVP)** d) **Dependant/s to expatriate for all categories** e) **Long Term Social Visit Pass (LT-SVP) to expatriate for all categories** f) **Foreign Maid to expatriate for all categories**	i. Entry permission application for applicant has to be submitted by the company, together with a Support Letter from the relevant Approving Agency or Regulatory Body according to their respective sector. The application must be submitted via MYEntry in Expatriate Services Division (ESD) portal to obtain the decision of the Director General of Immigration Department Malaysia (DGIM). Support Letter from the relevant Approving Agency or Regulator Body for **DEPENDANTS / LT-SVP / FOREIGN MAIDS** is not required. ii. The client charter for approval by the DGIM is **THREE** (3) to **FIVE** (5) working days from the date of the application submission. iii. Entry permission for the applicant that can be approved by the DGIM is for positions that have been assessed by the respective Approving Agency / Regulatory Body and categorised under key posts and technical posts. iv. Upon approval by the DGIM, the Expatriate Services Division (ESD) will issue an **Entry Approval Letter** for the applicant to the company, with copies sent to the Approving Agency or Regulatory Body, National Disaster Management Agency (NADMA), National Security Council (NSC), Malaysian Missions Abroad, Foreign Missions and related agencies.

		v.	The company is responsible for sending and/ or e-mailing the Entry Approval Letter to the applicant.
		vi.	The applicant is allowed to exit Malaysia and MUST return within NINETY (90) days from the issuance date of the letter. Please note that the MYEntry Approval Letter valid for one time use only.
		vii.	The applicant who is currently abroad with an expired pass is required to obtain a visa from the respective Malaysian Embassy / Consulate General / High Commission prior to entering Malaysia. A visa application is only applicable for nationalities that require a visa to enter Malaysia.
		viii.	**Prior to entering Malaysia**, the applicant who wishes to return to Malaysia is **COMPULSORY** to undergo **COVID-19 RT-PCR test** abroad within **THREE** (3) days, and must be medically confirmed to be tested **negative** for COVID-19.
		ix.	The applicant may submit the application through Home Quarantine Application (HQA) Ministry of Health portal 7 to 10 days before departure. The risk evaluation for home or residence quarantine will be reviewed and consider if the traveller meets the Home Quarantine Qualifying Criteria: a) **Home or Residence**: Local or foreign traveller that has a home or residence in Malaysia (*including Permanent Resident (PR), Malaysia as My Second Home Resident (MM2H)* or *employees*). b) **COVID-19 RT-PCR test**: Negative

		c) **Vaccinated**: Has completed COVID-19 vaccination.
		i. For double dose vaccines: recipients must have received two complete doses, of which more than 14 days have passed since the date of the second dose
		ii. For single-dose vaccines: of which more than 28 days have passed since the date of vaccine dose
		d) Home or residence must be suitable based on risk evaluation. Risk evaluation is based on: • Number of persons in said home or residence • Number of elderly persons in said home or residence (above 60 years of age) • Number of children in said home or residence (below 12 years of age) • Number of persons with chronic illnesses in said home or residence • Number of pregnant mothers in said home or residence • Number of rooms in said home or residence • Number of bathrooms in said home or residence • Number of bedrooms with en suite bathrooms in said home or residence
		x. Traveller who fails to adhere to the above conditions must quarantine at the quarantine centre as stipulated by the Government of Malaysia.
		xi. It is also **COMPULSORY** for the expatriate to **DOWNLOAD AND INSTALL** the "**MySejahtera**" mobile application before departure. The "**MySejahtera**" application enables the Ministry of Health (MOH) to monitor users' health conditions, and for

| | | them to be able to take immediate actions in providing the treatments required.

xii. **Upon arrival in Malaysia**, the applicant must present the documents below to the Immigration Officer at the entry point :

a. **Entry Approval Letter**;
b. **Valid Pass / Approval Letter / Visa with Reference (VDR);** and
c. **COVID-19 RT-PCR test Abroad Result (if any)**
d. **Scan the** *QR code* **"Traveller from Oversea" at the permitted entry point by using the "MySejahtera" mobile application.**

xiii. The applicant will be required to undergo another **COVID-19 RT-PCR test** by the Ministry of Health (MOH). The cost of **COVID-19 RT-PCR test shall be borne** by the applicant.

xiv. Health assessment is conducted on all arriving travellers at the permitted entry point.

- **No symptoms**: RT-PCR swab will be taken for COVID-19 detection.
- **Mild symptoms**: Must undergo RTK-Ag, or RT-PCR test for COVID-19 detection. Travellers are allowed for a home or residence quarantine.
- **Moderate / severe symptoms**: Will be referred to the Infectious Disease Specialist. Further action is based on the health assessment and specialist decision.

xv. A digital Home Surveillance Order (HSO) will be imposed on travellers and they will be given a wristband or tracker. The affected travellers will be classified as Person Under Surveillance (PUS). |

		xvi.	PUS is required to do self-assessment through Home Assessment Tool (HAT) via "**MySejahtera**" mobile application up to fourteen (14) days from the date of arrival.
		xvii.	It is **COMPULSORY** to undergo a **FOURTEEN** (14) days **QUARANTINE**. However, the quarantine period will be extended to another seven (7) days based on the risk evaluation conducted on day fourteen (14).
		xviii.	Failing to pay **ALL COSTS** or any **OUTSTANDING FEES** to the Government of Malaysia, the applicant's active pass will be denied entry, cancellation of pass and blacklisted in the Immigration system. PUS whose quarantine being further extended to **TWENTY-ONE** (21) days is required to do another **COVID-19 RT-PCR test** on day ten (10) or eighteen (18). If the result is negative, a Release Order (RO) will be reflected in "**MySejahtera**" mobile application on day fourteen (14). The wristband will be disposed at the nearest Health Office and the RO hardcopy can be requested if needed.
		xix.	The applicant is required to comply with the rules and regulations set by the Immigration Department of Malaysia.
		xx.	Permitted Malaysia Entry Points: a. Kuala Lumpur International Airport (KLIA 1 & 2) b. Sultan Ismail International Airport, Senai, Johor c. Bayan Lepas International Airport, Penang

		d. Langkawi International Airport, Kedah
		e. Kuching International Airport, Sarawak
		f. Kota Kinabalu International Airport, Sabah
		g. Sultan Abu Bakar Complex (2nd Link), Johor (Entry by automobile)
		h. Immigration Checkpoint, Sultan Iskandar Building (BSI), Johor (Entry by automobile)

2.	**NEW APPROVED PASS APPLICATION for** Expatriate / skilled worker / knowledge worker who is currently abroad for the **registered company in ESD** and **Approving Agencies (Not registered in ESD)** (e.g: Public Institutions of Higher Learning (IPTA), MIDA / IRDA approval). a) **Residence Pass-Talent (RP-T) and Dependant/s** b) **Employment Pass (Category I, II & III)** c) **Professional Visit Pass (PVP)** d) **Dependant/s to expatriate for all categories** e) **Long Term Social Visit Pass (LT-SVP) to expatriate for all categories** f) **Foreign Maid to expatriate for all categories**	i. The company may submit the expatriate's application through the relevant Approving Agency. The Approving Agency will process the new position application through their respective Expatriate Committee (EC). ii. Prior to the entry permission application, the company **is to obtain an Approval Letter from the Expatriate Committee (EC) as indicated in Para (i).** Entry permission application for the applicant has to be submitted by the company, together with a Support Letter from the relevant Approving Agency or Regulatory Body according to their respective sector. The application must be submitted via MYEntry in ESD portal to obtain the decision of the Director General of Immigration Department Malaysia (DGIM). Support Letter from the relevant Approving Agency or Regulatory Body for **DEPENDANTS / LT-SVP / FOREIGN MAIDS** is not required. iii. The client charter for approval by the DGIM is **THREE** (3) to **FIVE** (5) working days from the date of the application submission. iv. Entry permission for the applicant that can be approved by the DGIM is for the positions that have been assessed by the respective Approving Agency / Regulatory Body and categorized under key posts and technical posts. v. Upon approval by the DGIM, the Expatriate Services Division (ESD) will issue an **Entry Approval Letter** for the applicant to the company, with copies sent to the Approving Agency or Regulatory Body, National Disaster Management Agency (NADMA),

		National Security Council (NSC), Malaysian Missions Abroad, Foreign Missions and related agencies.

		vi. The company is responsible for sending and/or e-mailing **Entry Approval Letter** from the DGIM to the applicant and:
		For a **registered company in ESD:**
		    a. **EC Approval Letter**
		
		For **Approving Agencies not registered in ESD** (e.g: Public Institutions of Higher Learning (IPTA), MIDA / IRDA approval):
		    a. **Company Offer Letter**
		    b. **Acknowledgement Letter (AP)** issued by the Immigration Department of Malaysia to the applicant for entry to Malaysia.

		vii. The applicant who is currently abroad with an expired pass but with a balance of previous Expatriate Committee approval must obtain an Entry Approval Letter from DGIM. **Refer to para (ii – vi).**
		viii. The applicant to obtain a visa from the respective Malaysian Embassy / Consulate General / High Commission prior to entering Malaysia. A visa application is only applicable for nationalities that require a visa to enter Malaysia.
		ix. Prior to entering Malaysia, the applicant who wishes to return to Malaysia is **COMPULSORY** to undergo **COVID-19 RT-PCR test** abroad within **THREE** (3) days, and must be medically confirmed to be tested **negative** for COVID-19.
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b. **COVID-19 RT-PCR test**: Negative

c. **Vaccinated**: Has completed COVID-19 vaccination.

   i.   For double dose vaccines: recipients must have received two complete doses of which more than 14 days have passed since the date of the second dose

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d. Home or residence must be suitable based on risk evaluation. Risk evaluation is based on:

- Number of persons in said home or residence
- Number of elderly persons in said home or residence (above 60 years of age)
- Number of children in said home or residence (below 12 years of age)
- Number of persons with chronic illnesses in said home or residence
- Number of pregnant mothers in said home or residence

		• Number of rooms in said home or residence • Number of bathrooms in said home or residence • Number of bedrooms with en suite bathrooms in said home or residence
		xi. Traveller who fails to adhere to the above conditions must quarantine at the quarantine centre as stipulated by the Government of Malaysia.
		xii. It is also **COMPULSORY** for the expatriate to **DOWNLOAD AND INSTALL** the "**MySejahtera**" mobile application before departure. The "**MySejahtera**" application enables the Ministry of Health (MOH) to monitor users' health conditions, and for them to be able to take immediate actions in providing the treatments required.
		xxi. **Upon arrival in Malaysia**, the applicant must present the documents below to the Immigration Officer at the entry point : a. **Entry Approval Letter;** b. **Valid Pass / Approval Letter / Visa with Reference (VDR);** and c. **COVID-19 RT-PCR test Abroad Result (if any)** d. **Scan the QR code "Traveller from Oversea" at the permitted entry point by using the "MySejahtera" mobile application.**
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		xviii.	PUS whose quarantine being further extended to **TWENTY-ONE** (21) days is required to do another **COVID-19 RT-PCR test** on day ten (10) or eighteen (18). If the result is negative, a Release Order (RO) will be reflected in "**MySejahtera**" mobile application on day fourteen (14). The wristband will be disposed at the nearest Health Office and the RO hardcopy can be requested if needed.

		xix. Failing to pay **ALL COSTS** or any **OUTSTANDING FEES** to the Government of Malaysia, the applicant's active pass will be denied entry, cancellation of the pass and blacklisted in the Immigration system.
		
		xx. The applicant is required to comply with the rules and regulations set by the Immigration Department of Malaysia.
		
		xxi. The Permitted Malaysia Entry Points:
		
		    a. Kuala Lumpur International Airport (KLIA 1 & 2)
		
		    b. Sultan Ismail International Airport, Senai, Johor
		
		    c. Bayan Lepas International Airport, Penang
		
		    d. Langkawi International Airport, Kedah
		
		    e. Kuching International Airport, Sarawak
		
		    f. Kota Kinabalu International Airport, Sabah
		
		    g. Sultan Abu Bakar Complex (2nd Link), Johor (Entry by automobile)
		
		    h. Immigration Checkpoint, Sultan Iskandar Building (BSI), Johor (Entry by automobile

3.	Support Letter from Approving Agency and Regulatory Body	The related Approving Agency and Regulatory Body are responsible for assessing and making decisions for the entry permission application submitted by the company, and to provide a Support Letter to the expatriate / skilled worker / knowledge worker who will be entering the country. The Support Letter from the Approving Agency / Regulatory Body must contain the following information: i. Name of the company ii. Nature of business iii. Justifications on the need to enter the country iv. Expatriate's information (name, passport number, nationality, passport expiry date) v. Position vi. Current active pass (if applicable) vii. Relevant supporting documents