

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

<b>NO.</b>	<b>SCENARIO</b>	<b>PROCEDURES</b>
1.	<p>A. Expatriate with an <b>ACTIVE PASS</b>, who is currently stranded abroad.</p> <p><b>a) Residence Pass-Talent (RP-T) and Dependant/s</b></p> <p><b>b) Employment Pass (Category I, II &amp; III)</b></p> <p><b>c) Professional Visit Pass (PVP)</b></p> <p><b>d) Dependant/s to expatriate for all categories</b></p> <p><b>e) Long Term Social Visit Pass (LT-SVP) to expatriate for all categories</b></p> <p><b>f) Foreign Maid to expatriate for all categories</b></p>	<p>i. Application for entry permission 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 online system to obtain the decision of the Director General of Immigration Department Malaysia (DGIM). Support Letter from the relevant Approving Agency or Regulatory Body for <b>DEPENDANTS / LT-SVP / FOREIGN MAIDS</b> is not required.</p> <p>ii. The client charter for approval by the DGIM is <b>FOURTEEN</b> (14) working days from the date of the application submission. All applications that did not receive any response from the Immigration Department of Malaysia after <b>FOURTEEN</b> (14) working days upon submission, will be considered as rejected.</p> <p>iii. Entry permission for the applicant that can be approved by the DGIM are positions that have been assessed by the respective Approving Agency / Regulatory Body and categorized under key posts and technical posts.</p> <p>iv. Upon approval by the DGIM, the Expatriate Services Division (ESD) will issue an <b>Entry Approval Letter</b> for the applicant to the company, with copies sent to the Approving Agency or Regulatory Body, National</p>

*Last updated: 18 Sept 2020*

		<p>Disaster Management Agency (NADMA), National Security Council (NSC), Malaysian Missions Abroad, Foreign Missions and related agencies.</p> <p>v. The company is responsible for sending and/or e-mailing the Entry Approval Letter to the applicant.</p> <p>vi. 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.</p> <p>vii. <b>Prior to entering Malaysia</b>, the applicant who has obtained the Entry Approval is <b>ENCOURAGED</b> to undergo <b>PCR Covid-19 Test</b> abroad within <b>THREE (3)</b> days, and must be medically confirmed to be tested <b>negative</b> for Covid-19. It is also <b>COMPULSORY</b> for the expatriate to <b>DOWNLOAD AND INSTALL</b> the <b>“MySejahtera”</b> mobile application before departure. The <b>“MySejahtera”</b> 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.</p> <p>viii. <b>Upon arrival in Malaysia</b>, the applicant must present to the Immigration Officer at the entry point;</p> <ol style="list-style-type: none"> <li>a. <b>Entry Approval Letter;</b></li> <li>b. <b>Valid Pass / Approval Letter / Visa with Reference (VDR);</b> and</li> <li>c. <b>PCR Covid-19 Test Abroad Result (if any)</b></li> </ol>
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2.	<p><b>NEW APPROVED PASS APPLICATION for</b> Expatriate / skilled worker / knowledge worker who is currently abroad for the <b>registered company in</b></p>	<ul style="list-style-type: none"> <li>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).</li> </ul>

*Last updated: 18 Sept 2020*

<p><b>ESD and Approving Agencies (Not registered in ESD)</b> (e.g: Public Institutions of Higher Learning (IPTA), MIDA / IRDA approval).</p> <p><b>a) Residence Pass-Talent (RP-T) and Dependant/s</b></p> <p><b>b) Employment Pass (Category I, II &amp; III)</b></p> <p><b>c) Professional Visit Pass (PVP)</b></p> <p><b>d) Dependant/s to expatriate for all categories</b></p> <p><b>e) Long Term Social Visit Pass (LT-SVP) to expatriate for all categories</b></p> <p><b>f) Foreign Maid to expatriate for all categories</b></p>	<p>ii. Prior to the entry permission application, the company <b>is to obtain an Approval Letter from the Expatriate Committee (EC) as indicated in Para (i)</b>. Application for entry permission 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 online system to obtain the decision of the Director General of Immigration Department Malaysia (DGIM). Support Letter from the relevant Approving Agency or Regulatory Body for <b>DEPENDANTS / LT-SVP / FOREIGN MAIDS</b> is not required.</p> <p>iii. The client charter for approval by the DGIM is <b>FOURTEEN</b> (14) working days from the date of the application submission. All applications that did not receive any response from the Immigration Department of Malaysia after <b>FOURTEEN</b> (14) working days upon submission, will be considered as rejected.</p> <p>iv. Entry permission for the applicant that can be approved by the DGIM is the positions that have been assessed by the respective Approving Agency / Regulatory Body and categorized under key posts and technical posts.</p> <p>v. Upon approval by the DGIM, the Expatriate Services Division (ESD) will issue an <b>Entry Approval Letter</b> 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.</p>
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3.	Support Letter from Approving Agency and Regulatory Body	<p>The related Approving Agency and Regulatory Body are responsible to assess and make decisions to 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.</p> <p>The Support Letter from the Approving Agency / Regulatory Body must contain the following information:</p> <ul style="list-style-type: none"> <li>i. Name of the company</li> <li>ii. Nature of business</li> <li>iii. Justifications on the need to enter the country</li> <li>iv. Expatriate's information (name, passport number, nationality, passport expiry date)</li> <li>v. Position</li> <li>vi. Current active pass (if applicable)</li> <li>vii. Relevant supporting documents</li> </ul>