
TERMS & CONDITIONS

APPLICATION FOR TEMPORARY RELAXATION OF LICENCE REGISTRATION FOR FOREIGN CRANE OPERATORS

(a) **Responsibilities of Applicant Company/Firm**

- 1 The Applicant Company/Firm will comply with the requirement to recruit and train new local crane operators under the proposed arrangement of 1 new local for every 2 foreign crane operators under this Scheme
- 2 The Applicant Company/Firm will apply to MOM for the **SAME** number of foreign crane operators approved by BCA.
- 3 The Applicant Company/Firm is required to submit the necessary new local documentation (e.g. certified payrolls, site attendance records, headcount listing etc as specified by BCA) within the next 2 weeks from the approval date (stated in Part 5 of form) and every 3-monthly thereafter to verify the employment of locals throughout the work pass validity period.
- 4 All foreigners seeking application for employment as crane operators are subjected to the prevailing criteria for work passes and the crane operator licence registration under Occupational Safety and Health Division (OSHD)
- 5 The work passes issued by MOM will be non-renewable subject to the maximum duration of 24 months.

(b) **Failure to comply to specific requirements**

- 1 Any Company/Firm which does not consistently meet the condition on local employment after consecutive warning issued will not be eligible for new applications of foreign crane operators. MOM may not allow existing foreign crane operators (including those not hired under this scheme) to renew their work passes if the Company/Firm does not comply with the requirement of recruiting and training new local crane operators.

(c) **Useful information**

- 1 All relevant portions of the Form should be duly completed, signed and written eligibly before submitting it to BCA. Any part of the form which is not completed or insufficient will lead to delay in processing on Applicant Company/Firm.
- 2 The Applicant Company/Firm who enlists foreign crane operators using crane qualification from other countries must be prepared to submit full course syllabus, detailed coverage, course hours etc for consideration of direct test at BCA Academy.

(d) **List of documents to be enclosed**

- 1 Annex A: Summary of project listing with letters of award for main/sub contracts for crane/hoisting related works
- 2 Annex B (optional for new operators) : Summary list of new foreign crane operators to be recruited from overseas with documentation of qualifications and/or crane licence so that BCA can have prior information to the new foreign operators to be recruited. (Note: Applicant Company/Firm who wish to change the occupation code of their foreigners to crane operators **MUST** submit the Annex B)

(e) **Definitions used in form**

- 1 A new local refers to a Singapore citizen or Singapore Permanent Resident who does not have a crane licence registered under MOM(Factories Regulations); or has an expired crane licence and is required to be re-certified to work as a crane operator
- 2 Traditional Source (TS), Non-Traditional Source (NTS) and North Asian Source (NAS) refers to the same foreign country source definitions used by Ministry of Manpower (MOM) work pass applications
- 3 EP/S Pass stands for Employment Pass/S Pass ; WP stands for work permit
- 4 New recruitment refers to new foreign crane operators to be recruited from overseas as well as existing foreigners who have an expired MOM crane licence but need to change their occupation code in order to qualify as a crane operator

