

**EMPLOYERS UNDERTAKING
FOR EMPLOYMENT OF FOREIGN WORKERS IN MALAYSIA**

EMPLOYER'S NAME: (COMPANY NO:)
NAME OF AUTHORIZED OFFICER:
EMPLOYER ADDRESS:
OFFICE NO:

Hereby, we, as the abovementioned name and address agreed and pledge to comply with all conditions of Employer's undertaking for the employment of foreign workers issued and enforced by the Government of Malaysia from time to time, during the period of employment of foreign workers as follows:

- (i) Bear the cost of levy for foreign workers in accordance with the Fees Act 1951 [Act 209];
- (ii) Signing a service contract in accordance with the Employment Act 1955 [Act 265] according to the service contract format as in the attachment;
- (iii) Pay wages, overtime allowance, granted holidays and rest days as well as other benefits provided under the Employment Act 1955 [Act 265];
- (iv) Comply with any provisions by the government in relation to the minimum wage provided under the National Wages Consultative Council Act 2011 [Act 732];
- (v) Provide accommodation and basic facilities in accordance with the Workers' Minimum Standards of Housing and Amenities Act 1990 [Act 446];
- (vi) **Should not hold and keep foreign workers passport in accordance with the Passport Act 1966 [Act 150];**
- (vii) Do not hire any illegal immigrants in accordance with the Immigration Act 1959/63 [Act 155];
- (viii) Responsible for solving the medical expenses of a foreign workers if not settled by the foreign workers;
- (ix) Repatriate foreign workers who have been diagnosed with a dangerous disease, infectious disease or no longer able to work;
- (x) To obtain the **Check Out Memo** (COM) from the Immigration Department of Malaysia before deporting the foreign workers to the country of origin; and
- (xi) Comply with other provisions relating to the employment of foreign workers as may be decided by the Government from time to time.

We certainly understand that if we fail to comply, we -

(a) Could face legal action under any of the laws and regulations as stated above; and
/ or

(b) Could face any administrative action including blacklisted from hiring foreign workers in future.

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(Employer Signature)

Name of authorized officer:
Identity Card No. / Passport:
Designation:
Date:
Mobile No:
Email:

In witness whereof:

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(Signature of Labour Officer)

Name:
Department Official Stamp:
Identity Card No.:
Designation:
Date: