

CIRCULAR NO: 113/2020

DATE: 12 June 2020

NEW PROCEDURES FOR THE CHANGE OF EMPLOYMENT OF FOREIGN WORKERS

Reference is made to the [IMMIGRATION DEPARTMENT MALAYSIA'S ANNOUNCEMENT](#) dated 10 June 2020.

Effective 10 June 2020, employers are allowed to change employment of their foreign workers via the Department of Labour, Ministry of Human Resources (MoHR). The new procedures are based on the [ATTACHED PROCESS WORKFLOW](#).

The change of employment is only allowed for employers who are unable to continue the employment of their foreign workers for the following reasons:

- i. Bankrupt/terminated operations
- ii. Hit by natural disasters
- iii. Economic downturn
- iv. Company restructuring/change in business status
- v. Change of name of company or Director(s) of company
- vi. The original employer has passed away

The new employer must be from the same industry sector of the existing employer.

The application for change in employment must be made by the original employer. If the original employer has deceased, only the heir (child/husband/wife) is allowed to make the application. Only the Directors of the company, whose names are as listed in Form 49 of the Companies Act 1965/Section 58 of the Companies Act 2016, Members of the Board or an heir of the company (in the case of a deceased employer), are allowed to sign the form.

The [APPLICATION FORM](#) should be sent to the Head Office of the Department of Labour by hand, postal mail or email to ptm@mohr.gov.my.

Yours sincerely,

ST GIAM

Executive Director
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