

CIRCULAR NO. 06/2021

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ONE STOP CENTRE (OSC) FOR BUSINESS TRAVELLERS

Reference is made to the Malaysian Investment Development Authority's (MIDA) announcement at its website <https://www.mida.gov.my/media-release/one-stop-centre-osc-for-business-travellers/>.

Below are the highlights:

1. Guide on Application for Entry Permission

The One Stop Centre (OSC) has been established by the Malaysian Government effective **2 October 2020** to ease the movement of business travellers by expediting the approval of their entry to do business in Malaysia.

The establishment of OSC for Business Travellers consists of the following components:

- a. OSC Committee to evaluate and consider applications for Business Travellers entry;
- b. Business Travellers Centre (BTC) to facilitate the incoming business traveller's entry to Malaysia at the Kuala Lumpur International Airport (KLIA); and
- c. A dedicated website containing information and advisory services to facilitate the entry of Business Travellers.

The OSC Committee evaluates and approves two types of applications, namely Long Term Business Travellers and Short Term Business Travellers.

i. Long Term Business Travellers

Long Term Business Travellers are business travellers that stay in the country for **more than 14 days** and holding valid passes. The applicants will need to adhere to the necessary requirements and submit their Entry Permission application online via MyEntry or MyTravelPass systems.

The Long Term Business Travellers who are required to submit the application via **MYEntry** system at <https://myentry.myxpats.com.my> are as follows:

- a. New/Existing expatriates stranded abroad, namely active pass holders of the EP and Resident Pass-Talent (RP-T)
- b. New/Existing foreign technical experts stranded abroad with Professional Visit Pass (PVP) to serve multiple customers across Malaysia
- c. Frequent foreign business travellers (Exit & Return) including RE/RO/PH representatives

The Long Term Business Travellers who are required to apply via **MyTravelPass** system at <https://mtp.imi.gov.my/myTravelPass/main> are as follows:

- a. Permanent Resident (PR) Pass Holders
- b. Malaysia My 2nd Home (MM2H) Social Visit Pass Holders
- c. Frequent Malaysian business travellers (Exit & Return)
- d. Social Visit Pass Holders

ii. Short Term Business Travellers

Short Term Business Travellers are business travellers that stay in the country for **14 days or less**. These Business Travellers are required to obtain a support letter manually from the OSC secretariat for quarantine exemption prior to the submission of application for entry permission via MyTravelPass at <https://mtp.imi.gov.my/myTravelPass/main> under the category of **Foreigner (Social Pass)**.

The category of Short Term Business Travellers comprises of:

- a. Potential investors seeking to do business in Malaysia
- b. Existing investors namely business owners, board members, executives and associates of companies in Malaysia (without Employment Pass)
- c. Business customers for product qualification and validation before commercial production
- d. Technical experts for ad-hoc emergency cases to serve single or multiple customers across Malaysia

The request for support letter by Short Term Business Travellers can be emailed to osccom@mida.gov.my by providing the following information:

- a. Invitation letter (from Ministry/Government Agency/Company registered in Malaysia)
- b. Detailed Itinerary
- c. Copy of Passport ID Page (Coloured)

Both Long Term and Short Term Business Travellers must obtain relevant visas (if applicable) from the respective Malaysian Embassy or High Commission or Consulate General Offices abroad prior to their departure to Malaysia.

Business Travellers Centre

MIDA in collaboration with the Ministry of Health is finalising the construction of Business Travellers Centre at KLIA which will provide the services of Liaison Officers as well as the COVID-19 test for Short Term Business Travellers.

For general enquiries, please contact the OSC Secretariat at osccom@mida.gov.my or

OSC Secretariat (Industry Talent Management and Expatriate Division)

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