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## 1. LOGGING INTO LCS AS APPLICANT (EXTERNAL USER)

i. Open an **internet browser** of your choice (whichever is installed in your computer)

Google Chrome 

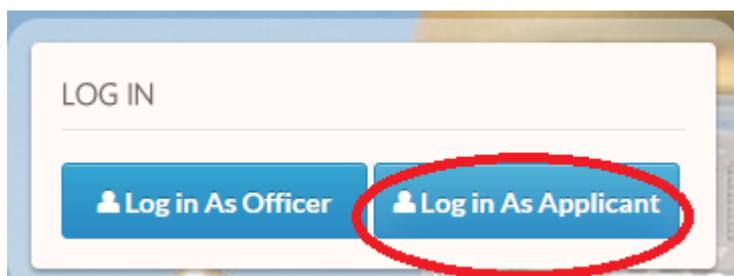
Internet Explorer 

Mozilla Firefox 

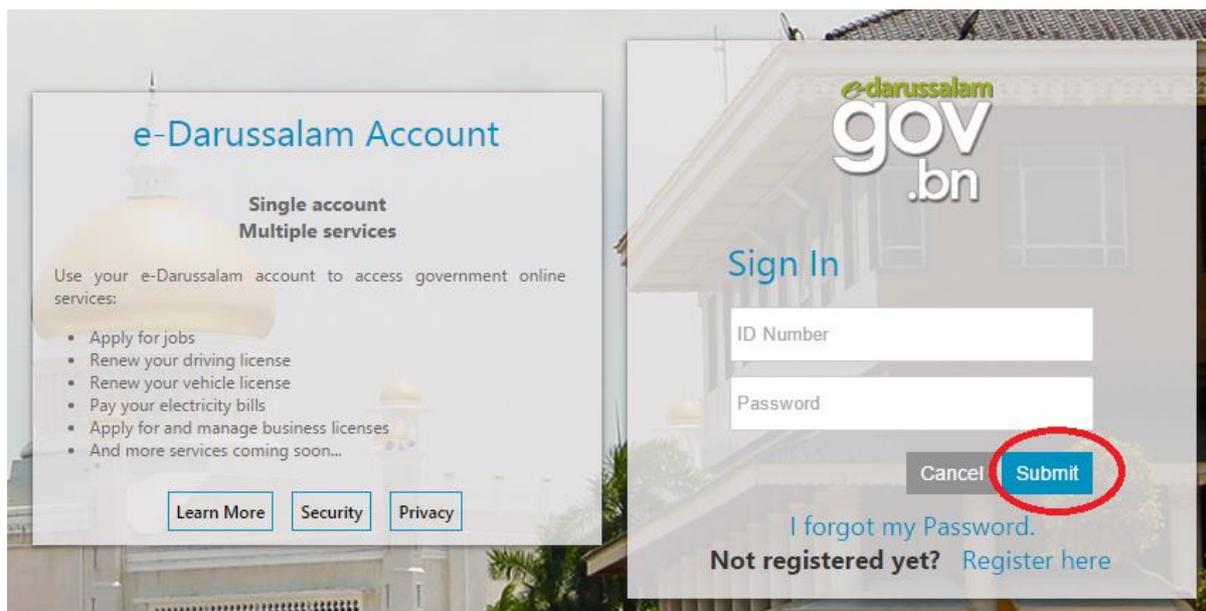
ii. Enter the website “[www.lcs.gov.bn](http://www.lcs.gov.bn)” into the Address bar of the internet browser and press “Enter” on your keyboard.



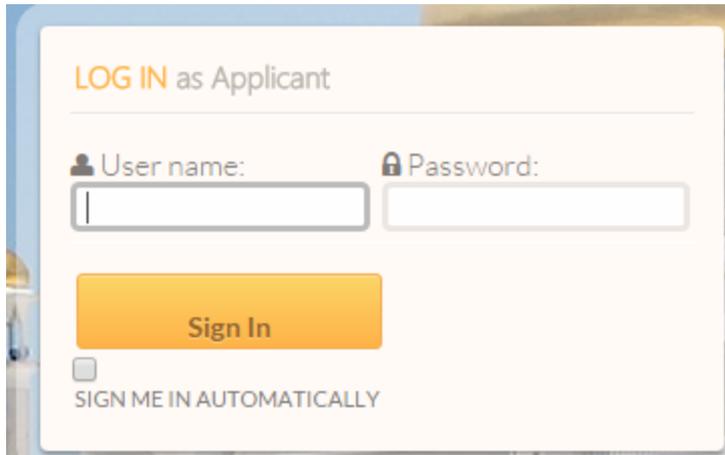
iii. Select “**Log in As Applicant**”



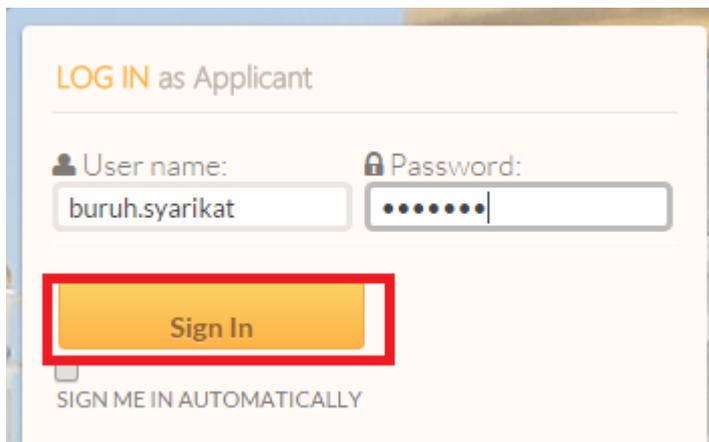
iv. Enter your **eDarussalam** Credentials (IC Number and Password)



v. If you have entered the correct **eDarussalam** Credentials, you will be be redirected to the Labour Control System Login Page:



vi. Enter the **username** and **password** provided to you by the **Labour LCS IT HELPDESK**.



vii. if you see the menu as shown below, congratulations! You have succesfully logged into LCS with your account!





**ALTERNATIVELY, FOR EMPLOYMENT AGENCIES**, they must **FIRST** select their PJB LAP number and then they will be able to select from **the list of Individual Applicant's** to apply on their behalf:

English Malay

APPLICANT'S INFO | **JOB DESCRIPTION** | FOREIGN APPLICANT | SPOUSE INFO | CHILD DEPENDENT | OTHER FAMILY | RESIDENCE DETAILS | FOREIGN EMPLOYEE | DOCUMENT

**AGREEMENT**

### A. APPLICANT'S INFORMATION

Request Type \* Agency

Agency Registration No PJB/LAP/2012/068

Applicant's Name - Select -  
Nugraha Putra Rachmadhani

Please enter your IC number without "-"dash" \*

IC Colour \*  Yellow  Red  Green  Police  Warden  Army

Gender \*  Male  Female

Date of Birth \* DD/MM/YYYY

Citizenship \*

Religion \*

Status \*  Single  Married  Widower  Widow

Mailing Address \*

House Address \*

Select District \*

The applicant will also be able to choose between “English” and “Malay” version of the form:

NEGARA BRUNEI DARUSSALAM

English Malay

KETERANGAN PEMOHON | **KETERANGAN JAWATAN PEMOHON** | KETERANGAN RAKYAT ASING | KETERANGAN ISTERI / SUAMI | ANAK-ANAK YANG TINGGAL BERSAMA

LAIN-LAIN AHLI KELUARGA YANG TINGGAL BERSAMA | KETERANGAN PERUMAHAN | PEKERJA ASING YANG AKAN DIAMBIL | DOKUMEN-DOKUMEN | PENGAKUAN PEMOHON

### A. KETERANGAN PEMOHON

Jenis Permohonan \* Agency

No Pendaftaran Agensi PJB/LAP/2012/068

Nama Pemohon Nugraha Putra Rachmadl

No. Kad Pengenalan Pintar \*

Warna IC \*  Yellow  Red  Green  Police  Warden  Army

Jantina \*  Lelaki  Perempuan

Tarikh Lahir \* DD/MM/YYYY

Warganegara \*

The applicant may now begin entering information into the form.

## A. APPLICANT'S INFORMATION TAB

THIS TAB IS **MANDATORY** FOR APPLICANTS OF ALL TYPES.

<b>MANDATORY FIELDS</b>	SAMPLE	NOTES
"IC Number"	01073358	Please enter the ic number without "dash"
"IC Colour"	Yellow	Select from one of the options available.
"Gender"	Male	Select from one of the options available.
"Date of Birth"	02/09/1990 (DD/MM/YYYY)	-
"Citizenship"	Bruneian	-
"Religion"	Islam	-
"Status"	Married	-
"Mailing Address"	No. 2 Jalan Menteri Besar	Please provide the full mailing address.
"House Address"	No. 2 Jalan Menteri Besar	Please provide the full house address.
"District"	Brunei Muara	Please select from the Districts available where the Applicant is residing.
"Telephone Number – Mobile"	2226111	Please provide a minimum 7 digit mobile Phone number

The Following Information are **OPTIONAL** to be completed in this tab:

<b>OPTIONAL FIELDS</b>	SAMPLE	NOTES
"Telephone Number – House"	2226111	-
"Telephone Number – Office"	2226111	-

- APPLICANT'S INFO
- JOB DESCRIPTION
- FOREIGN APPLICANT
- SPOUSE INFO
- CHILD DEPENDENT
- OTHER FAMILY
- RESIDENCE DETAILS
- FOREIGN EMPLOYEE
- DOCUMENT
- AGREEMENT

## A. APPLICANT'S INFORMATION

<b>Request Type *</b>	Domestic Owner		
<b>Agency Registration No</b>	<input type="text" value="- Select -"/>		
<b>Applicant's Name</b>	<input type="text" value="Nama Majikan"/>		
<b>Please enter your IC number without "-"dash" *</b>	<input type="text" value="00123456"/>		
<b>IC Colour *</b>	<input type="radio"/> Yellow <input checked="" type="radio"/> Red <input type="radio"/> Green <input type="radio"/> Police <input type="radio"/> Warden <input type="radio"/> Army		
<b>Gender *</b>	<input checked="" type="radio"/> Male <input type="radio"/> Female		
<b>Date of Birth *</b>	<input type="text" value="02/09/2015"/>		
<b>Citizenship *</b>	<input type="text" value="Bruneian"/>		
<b>Religion *</b>	<input type="text" value="None"/>		
<b>Status *</b>	<input type="radio"/> Single <input checked="" type="radio"/> Married <input type="radio"/> Widower <input type="radio"/> Widow		
<b>Mailing Address *</b>	<input type="text" value="No. 2 Jalan Menteri Besar"/>		
<b>House Address *</b>	<input type="text" value="No. 2 Jalan Menteri Besar"/>		
<b>Select District *</b>	<input type="text" value="Brunei Muara"/>		
<b>Telephone Number *</b>	<input type="text" value="2226111"/>	<input type="text" value="2226111"/>	Mobile
	<input type="text" value="2226111"/>	<input type="text" value="2226111"/>	House
	<input type="text" value="2226111"/>	<input type="text" value="2226111"/>	Office

NEXT

## B. JOB DESCRIPTION TAB

THIS TAB IS **MANDATORY** FOR APPLICANTS OF ALL TYPE.

<b>MANDATORY FIELDS</b>	SAMPLE	NOTES
<b>“Occupation/Position”</b>	<i>Legislators and senior officials</i>	<i>Please select from the options available, if NOT available, please select the occupation MOST similar.</i>
<b>“Occupation Code”</b>	<i>AUTOMATICALLY SELECTED</i>	<i>Applicant cannot select this field.</i>
<b>“Department / Employer”</b>	<i>Department of Labour Law Firm</i>	<i>You may write “Not Applicable” where appropriate.</i>
<b>“Employer Address”</b>	<i>Jalan 2 Kiulap</i>	<i>You may write “Not Applicable” where appropriate otherwise, leave blank.</i>
<b>“Salary (Excluding Allowance)”</b>	<i>“4500”</i>	<i>Please state Salary, if there is <b>no income</b>, please put “0”</i>

<b>OPTIONAL FIELDS</b>	SAMPLE	NOTES
<b>“Salary Scale”</b>	<i>“None”</i>	<i>Provide information if available.</i>
<b>“Other Income”</b>	<i>“0”</i>	<i>Put “0” if no income, otherwise, please state amount in number.</i>

B. APPLICANT'S JOB DESCRIPTION SAMPLE COMPLETED TAB

APPLICANT'S INFO FOREIGN APPLICANT SPOUSE INFO CHILD DEPENDENT OTHER FAMILY RESIDENCE DETAILS FOREIGN EMPLOYEE DOCUMENT

AGREEMENT

### B. APPLICANT'S JOB DESCRIPTION

Occupation/Position *	Legislators and senior officials
Occupation Code *	111
Department / Employer *	Department of Labour Law Firm
Address of the Department/ Employer *	Jalan 2 Kiulap
Salary (Excluding Allowances) *	\$ 4500
Salary Scale/ Division (If Applicable)	None
Other Income	\$ 0

BACK NEXT

**SAMPLE**

C. FOREIGN APPLICANT TAB

THIS TAB IS **ONLY APPLICABLE** TO APPLICANTS WHOM ARE **FOREIGN CITIZENS ONLY**.

IF Applicant is a *Brunei Citizen or Permanent Resident*, Please select **“Not Applicable”** and click **“NEXT”**.

**OTHERWISE**, please select **“Complete this section”** and provide the necessary information being requested.

The screenshot shows a web form titled "C. FOR FOREIGN CITIZENS ONLY". At the top, there are several tabs: "APPLICANT'S INFO", "JOB DESCRIPTION", "SPOUSE INFO", "CHILD DEPENDENT", "OTHER FAMILY", "RESIDENCE DETAILS", "FOREIGN EMPLOYEE", and "DOCUMENT". Below these is an "AGREEMENT" section. The main content area has a heading "C. FOR FOREIGN CITIZENS ONLY" and three radio buttons: "Complete this section", "Not Applicable" (which is selected and circled in red), and a third option. Below the radio buttons are three input fields: "Start date of employment in Brunei Darussalam" (with value 01/09/2015), "Date of employment with current employer" (with value DD/MM/YYYY), and "Expiry Date of Contract" (with value DD/MM/YYYY). At the bottom left, there are two buttons: "BACK" and "NEXT" (which is circled in red). A "Next" button is also visible below the "NEXT" button.

MANDATORY FIELDS	SAMPLE	NOTES
“Start date of employment in Brunei Darussalam”	01/09/2007	Please provide the date whereby the applicant <i>FIRST</i> came to work in Brunei.  Format: <b>Day-Month-Year (DD/MM/YYYY)</b>
“Date of employment with current employer”	25/05/2010	Please provide the start date of employment of the applicant with the existing employer.
“Expiry Date of Contract”	25/05/2017	Please provide a valid expiry date of the applicant’s existing work contract with his/her current employer.
OPTIONAL FIELDS	SAMPLE	NOTES
There are no optional fields in this tab	-	-

C. FOR FOREIGN CITIZENS ONLY – COMPLETED SAMPLE TAB

APPLICANT'S INFO | JOB DESCRIPTION | SPOUSE INFO | CHILD DEPENDENT | OTHER FAMILY | RESIDENCE DETAILS | FOREIGN EMPLOYEE | DOCUMENT

AGREEMENT

### C. FOR FOREIGN CITIZENS ONLY

Select \*  Complete this section  Not Applicable

Start date of employment in Brunei Darussalam \*

Date of employment with current employer \*

Expiry Date of Contract \*

SAMPLE

D.SPOUSE INFO TAB

THIS TAB IS **ONLY APPLICABLE** TO APPLICANTS WHOM ARE **MARRIED/DIVORCE/WIDOWED** ONLY.

IF Applicant is *NEITHER married, divorced nor widowed*, Please select **“Not Applicable”** and click **“NEXT”**.

**OTHERWISE**, please select **“Complete this section”** and provide the necessary information being requested.

APPLICANT'S INFO | JOB DESCRIPTION | FOREIGN APPLICANT | CHILD DEPENDENT | OTHER FAMILY | RESIDENCE DETAILS | FOREIGN EMPLOYEE | DOCUMENT

AGREEMENT

### D. SPOUSE INFORMATION

Select Option \*  Complete this section  Not Applicable

<b>MANDATORY FIELDS</b>	SAMPLE	NOTES
“Wife / Husband’s Name”	<i>Noraina Aaleesya binti Hafizuddin</i>	<i>Please provide full name</i>
“IC Number”	<i>01073358</i>	<i>Please enter the ic number without “dash”</i>
“IC Colour”	<i>Yellow</i>	<i>Select from one of the options available.</i>
“Citizenship”	<i>Bruneian</i>	-
“Religion”	<i>Islam</i>	-
<b>OPTIONAL FIELDS</b>	SAMPLE	NOTES
“Occupation / Designation “	<i>Housewife</i>	<i>Please describe occupation, even if person is not working, please enter “Unemployed”.</i>
“Department / Employer “	<i>Not Applicable</i>	<i>You may write “Not Applicabe” where appropriate.</i>
“Employer Address”	<i>Not Applicable</i>	<i>You may write “Not Applicabe” where appropriate otherwise, leave blank.</i>
“Salary (Excluding Allowance)”	<i>“0”</i>	<i>Please state Salary, if there is <b>no</b> <b>income</b>, please put “0”</i>
“Dependant Pass No. / Employment Pass No. “	<i>E02332</i>	<i>Provide IF Available, otherwise , <b>leave</b> <b>blank</b>.</i>

## D. SPOUSE INFORMATION – COMPLETED SAMPLE TAB

English Malay

APPLICANT'S INFO JOB DESCRIPTION FOREIGN APPLICANT CHILD DEPENDENT OTHER FAMILY RESIDENCE DETAILS FOREIGN EMPLOYEE DOCUMENT

AGREEMENT

### D. SPOUSE INFORMATION

Select Option \*  Complete this section  Not Applicable

Wife / Husband's Name \*

Please enter your IC number without "-"dash" \*

IC Colour \*  Yellow  Red  Green  Police  Warden  Army

Citizenship \*

Religion \*

Occupation/ Designation

Department/ Employer

Employer Address

Salary (Excluding Allowance) \$

Dependant Pass No./ Employment Pass No. (If applicable)

## E. CHILD DEPENDENT TAB

THIS TAB IS **ONLY APPLICABLE** TO APPLICANTS WHOM HAVE **DEPENDENTS (CHILDREN)**.

IF Applicant DOES NOT HAVE ANY *children or dependents living together*, please select **“Not Applicable”** and click **“NEXT”**.

**OTHERWISE**, please select **“Complete this section”** and provide the necessary information being requested.

English Malay

APPLICANT'S INFO JOB DESCRIPTION FOREIGN APPLICANT SPOUSE INFO OTHER FAMILY RESIDENCE DETAILS FOREIGN EMPLOYEE DOCUMENT

AGREEMENT

### E. DETAILS OF CHILDREN LIVING IN THE SAME HOUSEHOLD

Select \*  Complete this section  Not Applicable

No of Children \*  Person

BACK NEXT

To provide the details of each dependent, please complete the mandatory fields for each dependent and click “ADD” when ready.

English Malay

APPLICANT'S INFO JOB DESCRIPTION FOREIGN APPLICANT SPOUSE INFO OTHER FAMILY RESIDENCE DETAILS FOREIGN EMPLOYEE DOCUMENT

AGREEMENT

### E. DETAILS OF CHILDREN LIVING IN THE SAME HOUSEHOLD

Select \*  Complete this section  Not Applicable

No of Children \*  Person

Name \*

Identity Card No / Birth Cert No \*

Gender \*  Male  Female

Date Of Birth \*

Occupation \*

ADD

No	Name	Identity Card No / Birth Cert No	Gender	Date Of Birth	Occupation
----	------	----------------------------------	--------	---------------	------------

BACK NEXT

After clicking “ADD”, the information will show up in the table as shown below, you may choose to continue Adding more “Dependents” to the table or proceed to the NEXT “tab”.

English Malay

APPLICANT'S INFO JOB DESCRIPTION FOREIGN APPLICANT SPOUSE INFO OTHER FAMILY RESIDENCE DETAILS FOREIGN EMPLOYEE DOCUMENT

AGREEMENT

### E. DETAILS OF CHILDREN LIVING IN THE SAME HOUSEHOLD

Select \*  Complete this section  Not Applicable

No of Children \*  Person

Name \*

Identity Card No / Birth Cert No \*

Gender \*  Male  Female

Date Of Birth \*

Occupation \*

No	Name	Identity Card No / Birth Cert No	Gender	Date Of Birth	Occupation	
1	Arif Nasiruddin	E023	Male	09/01/2009	Student	<input type="button" value="X"/>

IF you have made a **mistake**, you may remove it by clicking on the “X” button on the right.

No	Name	Identity Card No / Birth Cert No	Gender	Date Of Birth	Occupation	
1	Arif Nasiruddin	E023	Male	09/01/2009	Student	<input type="button" value="X"/>

MANDATORY FIELDS	SAMPLE	NOTES
“No of Children”	“2”	Please enter the total number of Children.
“Name”	Arif Nasiruddin	Please enter the full name of the Child.
“IC /Birth Cert Number”	“0107335”, “E0232X”, etc (Varies on type of ID provided)	Please provide the number of any identity cards or birth certificate number of this child.
“Gender”	Male	Select from the Provided Options
“Date of Birth”	09/01/2009	Day-Month-Year (DD/MM/YYYY)

<b>“Occupation”</b>	<i>Student</i>	<i>If children is not working, writing “Dependent” or “Not Applicable” is fine.</i>
<b>OPTIONAL FIELDS</b>	<b>SAMPLE</b>	<b>NOTES</b>
<b>There are no optional fields in this tab</b>	-	-

E. DETAILS OF CHILDREN LIVING IN THE SAME HOUSEHOLD – COMPLETED SAMPLE TAB

English Malay

**AGREEMENT**

### E. DETAILS OF CHILDREN LIVING IN THE SAME HOUSEHOLD

Select \*  Complete this section  Not Applicable

No of Children \*  Person

Name \*

Identity Card No / Birth Cert No \*

Gender \*  Male  Female

Date Of Birth \*

Occupation \*

No	Name	Identity Card No / Birth Cert No	Gender	Date Of Birth	Occupation
1	Arif Nasiruddin	E023	Male	09/01/2009	Student <input type="checkbox"/>
2	Hafiz Nasiruddin	E078	Male	09/01/2011	Student <input type="checkbox"/>

## F. OTHER FAMILY TAB

THIS TAB IS **ONLY APPLICABLE** TO APPLICANTS WHOM HAVE **FAMILY MEMBERS LIVING TOGETHER**.

IF Applicant DOES NOT live with his/her *family members*, please select **“Not Applicable”** and click **“NEXT”**.

**OTHERWISE**, please select **“Complete this section”** and provide the necessary information being requested.

English  Malay

APPLICANT'S INFO   JOB DESCRIPTION   FOREIGN APPLICANT   SPOUSE INFO   CHILD DEPENDENT   RESIDENCE DETAILS   FOREIGN EMPLOYEE   DOCUMENT

AGREEMENT

### F. DETAILS OF OTHER FAMILY MEMBERS LIVING IN THE SAME HOUSEHOLD

Select \*    Complete this section    Not Applicable

No of Members \*    Members

English Malay

APPLICANT'S INFO JOB DESCRIPTION FOREIGN APPLICANT SPOUSE INFO CHILD DEPENDENT RESIDENCE DETAILS FOREIGN EMPLOYEE DOCUMENT AGREEMENT

### F. DETAILS OF OTHER FAMILY MEMBERS LIVING IN THE SAME HOUSEHOLD

Select \*  Complete this section  Not Applicable

No of Members \*  Members

Name \*

Smart IC Number/Passport No \*

Relationship \*

Gender \*  Male  Female

Date Of Birth \*

Occupation \*

No	Name	Smart IC Number/Passport No	Relationship	Gender	Date Of Birth	Occupation
1	Mohammad Ali bin Haji Abu Bakar	K232399i9	Father	Male	09/01/1975	Retired

You may follow the **SAME INSTRUCTIONS** provided in completing this tab similarly to “OTHER FAMILY” tab.

G. RESIDENCE DETAILS TAB

THIS TAB IS **MANDATORY** FOR APPLICANTS OF ALL TYPES

Complete the fields as requested and you may also use the “**Mandatory**” and “**Optional**” **fields table** as your guide to filling in the form:

2. Please tick the relevant brackets & fill in the blanks

a) Own House \*

b) Temporary Stay \*  Please indicate Relationship

c) Rental \*

i. Government  Class

ii. Company  B\$   
Month

iii. Private  B\$   
Month

2. Please tick the relevant brackets & fill in the blanks

a) Own House \*

b) Temporary Stay \*  Please indicate Relationship

c) Rental \*

i. Government  Class

ii. Company  B\$   
Month

iii. Private  B\$   
Month

MANDATORY FIELDS	SAMPLE	NOTES
<b>“House Address”</b>	<i>No. 2, Jalan Ban 2</i>	<i>Please provide the full address.</i>
<b>“Ownership Type”</b>	<p><i>Example 1: Own House</i></p> <p><b>OR</b></p> <p><i>Example 2: Temporary Stay:</i></p> <p><i>Auntie’s House</i></p> <p><b>OR</b></p> <p><i>Rental – Government:</i></p> <p><i>Class</i></p> <p><b>OR</b></p> <p><i>Example 3: Company:</i></p> <p><i>B\$200 per month</i></p> <p><b>OR</b></p> <p><i>Example 4: Private: B\$300 per month</i></p>	<i>Select one of the “Three(3)” Options available and provide the required information relevant.</i>
<b>“Number of bedrooms”</b>	<i>“4”</i>	<i>Please provide the total number of bedrooms AVAILABLE in the house EXCLUDING the ROOM to be occupied by the Amah(Domestic Helper).</i>
<b>“No. of Bedrooms for Domestic helper”</b>	<i>“1”</i>	<i>Please provide the total number of bedrooms AVAILABLE in the house FOR the Amah (Domestic Helper).</i>
<b>“Period of stay at the current Address”</b>	<i>“2” Year “1” Month</i>	<i>Please provide the estimated period of stay at the current residence in number of “Years” and “Months”</i>
OPTIONAL FIELDS	SAMPLE	NOTES
<b>There are no optional fields in this tab</b>	-	-

G. RESIDENCE DETAILS – COMPLETED SAMPLE TAB

English Malay

APPLICANT'S INFO JOB DESCRIPTION FOREIGN APPLICANT SPOUSE INFO CHILD DEPENDENT OTHER FAMILY FOREIGN EMPLOYEE DOCUMENT

AGREEMENT

### G. RESIDENCE DETAILS

1. House Address \*

2. Please tick the relevant brackets & fill in the blanks

a) Own House \*

b) Temporary Stay \*  Please indicate Relationship

c) Rental \*

i. Government  Class

ii. Company  BS   
Month

iii. Private  BS   
Month

Number of bedrooms \*  (Not included domestic helper's room)  
Rooms

No of Bedrooms for Domestic Helper   
Rooms \*

Period of stay at the current address  Year   
\* Month

BACK NEXT

H. FOREIGN EMPLOYEE TAB

THIS TAB IS **MANDATORY** FOR APPLICANTS OF ALL TYPES

Applicant **MUST** provide the information on the **AMAH (Domestic Helper) QUOTA** to be applied for this application:

Complete the table in similar fashion as STATED in “**DETAILS OF CHILDREN LIVING IN THE SAME HOUSEHOLD**” and “**DETAILS OF FAMILY MEMBERS LIVING IN THE SAME HOUSEHOLD**”, which is to provide all of the requested information and click “**ADD**”.

English Malay

AGREEMENT

### H. DESCRIPTION OF FOREIGN EMPLOYEE TO BE APPLIED

Total Number of Application \*

Position \*

Occupation Code \*

Job Tasks \*

Country Region \*

Country \*

Offered Salary \*

No	Position	Job Task	Offered Salary	Country	Country Region	Total Applied	Total Allowed

<b>MANDATORY FIELDS</b>	<b>SAMPLE</b>	<b>NOTES</b>
<b>“Toal Number of Application”</b>	<i>“1”</i>	<i>Applicant must provide the Number of Amah to be applied.</i>
<b>“Position”</b>	<i>Domestic Helper</i>	<i>Applicant must select the Type of Amah to be applied from the Options available.</i>
<b>“Occupation Code”</b>	<i>AUTOMATICALLY SELECTED.</i>	<i>Applicant cannot select this field.</i>
<b>“Job Tasks”</b>	<i>Driving and light-gardening Work.</i>	<i>Applicant must DESCRIBE the job tasks of the Amah to be applied.</i>
<b>“Country Region”</b>	<i>Choose from Options Provided.</i>	<i>Applicant must select the REGION of Country from which the Amah is expected to be hired from.</i>
<b>“Country”</b>	<i>Choose from Options Provided.</i>	<i>Applicant must select the Country from which the Amah is expected to be hired from.</i>
<b>“Offered Salary”</b>	<i>“500”</i>	<i>Applicant must provide the SALARY which the Amah is expected to be paid.</i>

<b>OPTIONAL FIELDS</b>	<b>SAMPLE</b>	<b>NOTES</b>
<b>There are no optional fields in this tab</b>	-	-

When the aplicant has provided all of the information, the applicant may click **“NEXT”** to move onto the next tab.

English Malay

APPLICANT'S INFO JOB DESCRIPTION FOREIGN APPLICANT SPOUSE INFO CHILD DEPENDENT OTHER FAMILY RESIDENCE DETAILS DOCUMENT

AGREEMENT

### H. DESCRIPTION OF FOREIGN EMPLOYEE TO BE APPLIED

Total Number of Application \*

Position \*

Occupation Code \*

Job Tasks \*

Country Region \*

Country \*

Offered Salary \* \$

ADD

No	Position	Job Task	Offered Salary	Country	Country Region	Total Applied	Total Allowed
1	Domestic Cleaner and Helpers	Driving and and light-gardening Work	500	Phillipines	ASEAN	2	Pending
2	Domestic Housekeeper	To take care of the elderly family members in the household	300	Indonesia	ASEAN	1	Pending

BACK

NEXT

I. DOCUMENT

THIS TAB IS **MANDATORY** FOR APPLICANTS OF ALL TYPES

Applicant **MUST** indicate their “**Citizenship Status**” before proceeding with the document attachments in this tab.

I. DOCUMENTS

1. Applicant for Brunei Citizen or Permanent Resident

2. Application for Foreigners

2.1 - A copy of the contract of service or offer letter from the Government of His Majesty the Sultan and Yang Di-Pertuan of Brunei Darussalam.  No file chosen

\*

IF “**Brunei Citizens**” or “**Permanent Resident**” is selected, they **MUST** provide the following:

English Malay

APPLICANT'S INFO JOB DESCRIPTION FOREIGN APPLICANT SPOUSE INFO CHILD DEPENDENT OTHER FAMILY RESIDENCE DETAILS FOREIGN EMPLOYEE

AGREEMENT

I. DOCUMENTS

1. Applicant for Brunei Citizen or Permanent Resident

3. For Applicant: Documents required for the license application to employ foreign domestic Employee's

3.1 - Valid copies of the applicant's and his/her spouse's identity cards. \*  No file chosen

3.2 - Copies of the applicant's and his/her spouse's latest salary slips \*  No file chosen

3.3 - Copies of pension verification or pension confirmation letter for the applicant and his/her spouse (if retired).  No file chosen

3.4 - Other income details (if any) such as Tenancy Agreement for businesses/ residence.  No file chosen

3.5 - Copy of Registration of Companies or Form X of the Applicant and/or his/her spouse (whom holds ownership of the business).  No file chosen

3.6 - A copy of ante natal patient's card for applicant's wife (if applicable)  No file chosen

3.7 - Copy of Doctor's verification letter for the Applicant for sick or other special needs family members (if applicable)  No file chosen

3.8 - Completed financial details form (BUR300). \*  No file chosen

3.9 - Authorization letter from the Government of His Majesty the Sultan and Yang Di-Pertuan of Brunei Darussalam for Government Housing or Tenancy Agreement (if applicable)  No file chosen

BACK NEXT

\*

Reminder - Cannot Duplicate Attachment Name

IF “**Foreign Citizens**” is selected, they **MUST** provide the following:

## I. DOCUMENTS

1. Applicant for Brunei Citizen or Permanent Resident Foreign Citizens ▾

2. Application for Foreigners

2.1 - A copy of the contract of service or offer letter from the Government of His Majesty the Sultan and Yang Di-Pertuan of Brunei Darussalam. Choose File No file chosen

2.2 - A copy of the contract of service between the applicant and the employer endorsed by the Commissioner of Labour. Choose File No file chosen

2.3 - Approved Work Pass Recommendation (BUR500/555) by the Department of Labour. \* Choose File No file chosen

2.4 - Passport front page copy and confirmation/ work permit endorsement with dependents passes from dept. of immigration & national registration (if applicable) Choose File No file chosen

3. For Applicant: Documents required for the license application to employ foreign domestic Employee's

3.1 - Valid copies of the applicant's and his/her spouse's identity cards. \* Choose File No file chosen

3.2 - Copies of the applicant's and his/her spouse's latest salary slips \* Choose File No file chosen

3.3 - Copies of pension verification or pension confirmation letter for the applicant and his/her spouse (if retired). Choose File No file chosen

3.4 - Other income details (if any) such as Tenancy Agreement for businesses/ residence. Choose File No file chosen

3.5 - Copy of Registration of Companies or Form X of the Applicant and/or his/her spouse (whom holds ownership of the business). Choose File No file chosen

3.6 - A copy of ante natal patient's card for applicant's wife (if applicable) Choose File No file chosen

3.7 - Copy of Doctor's verification letter for the Applicant for sick or other special needs family members (if applicable) Choose File No file chosen

3.8 - Completed financial details form (BUR300). \* Choose File No file chosen

3.9 - Authorization letter from the Government of His Majesty the Sultan and Yang Di-Pertuan of Brunei Darussalam for Government Housing or Tenancy Agreement (if applicable) Choose File No file chosen

BACK
NEXT

\* Reminder - Cannot Duplicate Attachment Name

### HOW TO ATTACH FILES:

Example: To Attach a “Valid Copies of the applicant’s and his/her spouse’s identity cards”

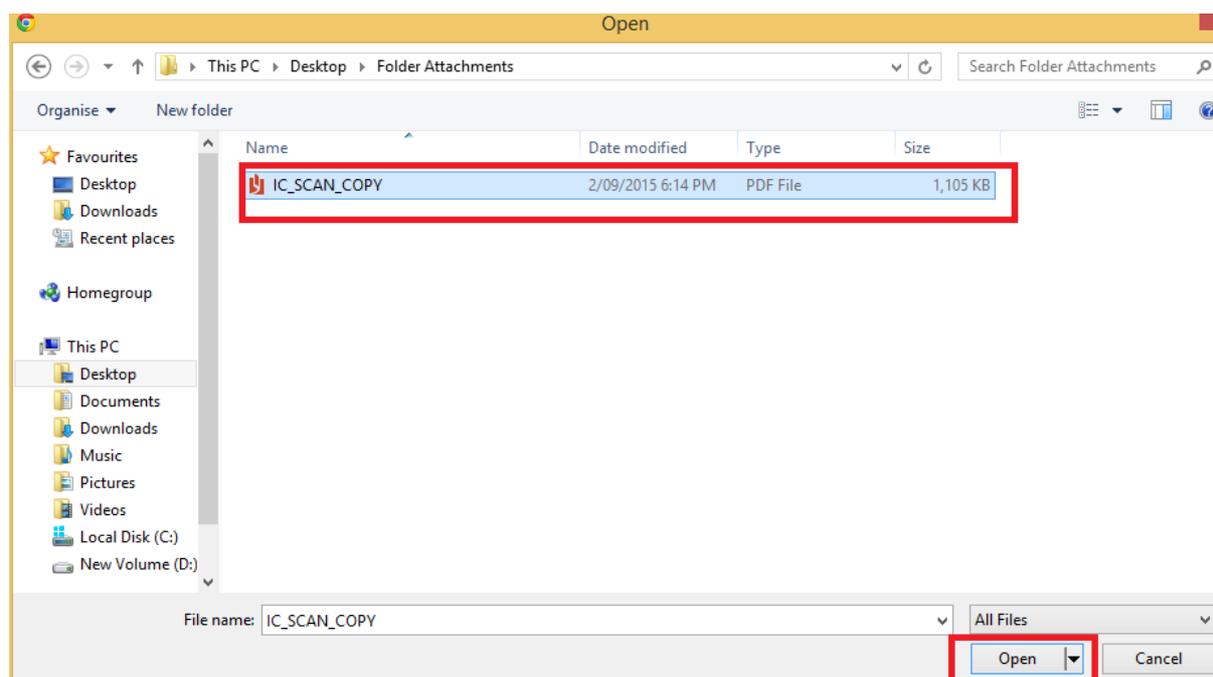
Click “Choose File”

3. For Applicant: Documents required for the license application to employ foreign domestic Employee's

3.1 - Valid copies of the applicant's and his/her spouse's identity cards. \* Choose File No file chosen

3.2 - Copies of the applicant's and his/her spouse's latest salary slips \* Choose File No file chosen

Locate the scanned copy of your “Valid Copies of applicant’s and his/her spouse’s identity cards”, **SELECT** it once and click “**OPEN**”.



Applicant may verify if they have attached the correct file by looking at the name of the file:



### REMINDERS FOR ATTACHMENTS:

- Do not use the “**SAME**” FILE NAME for different attachments
- PLEASE avoid using “**Special Characters**” or “**Symbols**” for your file names (!@#\$%^&\*), but you may use underscores “\_”.
- PLEASE PROVIDE the **Mandatory ATTACHMENTS**, and if **AVAILABLE**, provide the **Optional ATTACHMENTS** for a higher chance of success at applying.
- An example format shown below for your file names:  
“**IC\_SCAN\_COPY\_APPLICANT\_1**”  
“**BUR555\_APPLICANT\_SPOUSE**”

## J. AGREEMENT TAB

In this tab, Applicant **MUST CAREFULLY READ** all the **TERMS AND CONDITIONS** set out by the Department of Labour for processing this application.

English Malay

APPLICANT'S INFO JOB DESCRIPTION FOREIGN APPLICANT SPOUSE INFO CHILD DEPENDENT OTHER FAMILY RESIDENCE DETAILS FOREIGN EMPLOYEE DOCUMENT

### J. AGREEMENT

Conditions :

1. I declare that all of the information given above is true and if there is any FALSE information given, this license will be revoked.
2. I declare that the licence granted will be use for domestic services only as requested and if found that I have misuse the licence , hence this licence will be revoked.
3. I understand and acknowledge that when recruiting foreign employees, I am responsible for the medical care and treatment, repatriation and other employees' rights in the event when the licence is cancelled or when I no longer require the service in accordance with Section 83 and 114, Employment Order, 2009.
4. I shall comply with all the requirements under the Employment Order, 2009 and the regulations imposed thereon from time to time.
5. I hereby agree to provide free food and accommodation for any foreign employees I recruit under my licence.
6. I shall pay the salaries of my employees on the day the salary is payable (being not more than 7 days after the date on which payment is usually made).
7. I also acknowledge that the approval granted are subject to review from time to time and the Commissioner of Labour reserves the right to cancel if he/she considers that the applicant is not eligible to be granted a LICENCE.

BACK SUBMIT

By Clicking “**SUBMIT**”, Applicants **AGREE** to all of these **TERMS AND CONDITIONS** and the Application will be submitted for Processing.

#### 4. FINAL REVIEW AND SUBMITTING THE COMPLETED APPLICATION FORM.

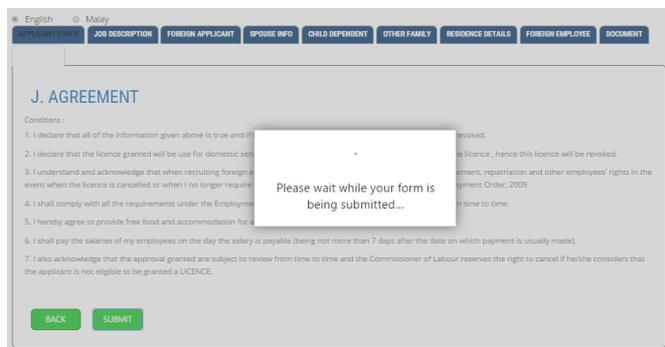
APPLICANTS can also do a final review or checking of all the provided details in the previous tab by clicking on the “**BACK**” button.

Whenever READY, the applicant may click “**SUBMIT**” and the application will be submitted:



After clicking submit, a screen as shown below would appear with a text box stating: “**Please wait while your form is being submitted...**”, Depending on your **internet connection speed** and **size of attachments**, Please allow **approximately 3 – 5 minutes** for the submission to complete.

If your submission is taking too long (Please allow a maximum of 10 minutes), you may call the **LCS IT HELPDESK** team for assistance.



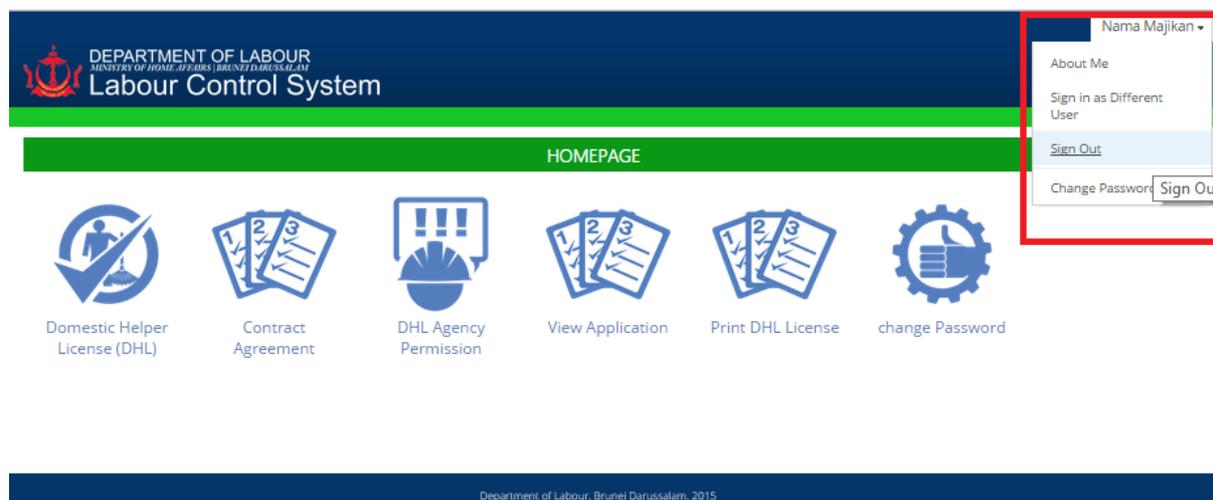
If your **submission** was **successful**, you will be shown a window in the screenshot below:



## 5. OTHERS

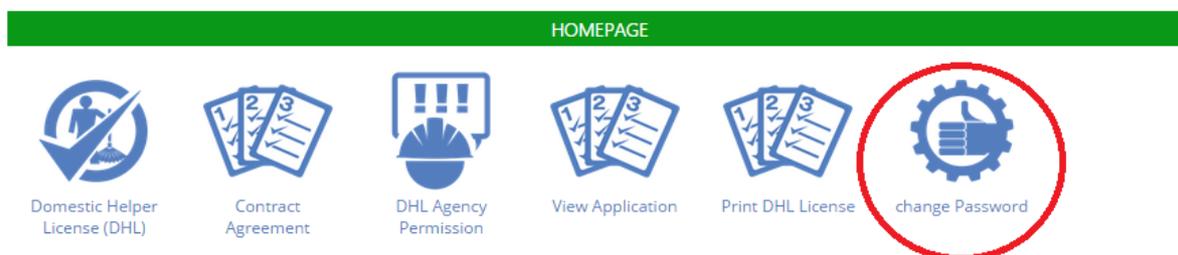
### 5.1 LOGGING OUT

Applicants can **Log Out** by clicking on your username on the top right corner of the screen and select “**Sign Out**”.



### 5.2 CHANGING PASSWORD

Applicants can change their password by clicking on the “**Change Password**” icon from the main menu.



Applicant must enter their “**current**” password and “**New**” password and click “**CHANGE PASSWORD**”.

Change Your Password

Password:

New Password:

Confirm New Password:

### 5.3 REVIEWING INFORMATION SUBMITTED APPLICATIONS

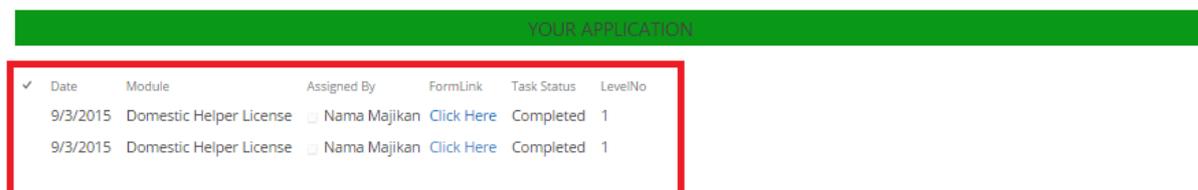
An applicant is able to **review** all of the information including attachments that has been submitted in an application but **WILL NOT BE ALLOWED** to **EDIT** the **information submitted**.

**HOWEVER**, IF an applicant has a **VALID reason** to change the information submitted, the applicant is advised to contact the **LCS IT HELPDESK TEAM**.

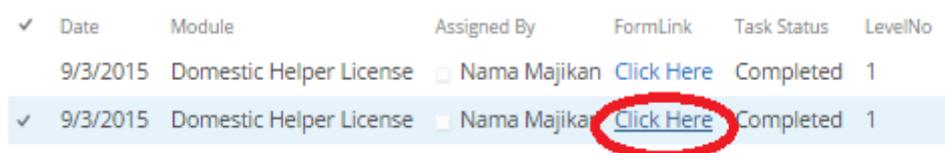
(i) To view the applications that has been submitted, click on **“View Application”**.



(ii) The applicant can view all of the applications that has been submitted previously:



(iii) To view the form details, find the specific application and Click on **“Click Here”**



(iv) Applicant can now view the information that has been submitted with that particular application. Applicant may click “**NEXT**” and view the information In all the tabs.

English Malay

[APPLICANT'S INFO](#)
[JOB DESCRIPTION](#)
[FOREIGN APPLICANTS](#)
[SPOUSE INFO](#)
[CHILD DEPENDENT](#)
[OTHER FAMILY](#)
[RESIDENCE DETAILS](#)
[FOREIGN EMPLOYEE](#)
[DOCUMENT](#)

### A. APPLICANT'S INFORMATION

Application Reference Number :	DHLNEW_10131
Applicant's Name	Nama Majikan
IC number without "-"dash"	01234567
IC Colour	Yellow
Gender	Male
Date of Birth	08/03/1990
Citizenship	Bruneian
Religion	Islam
Status	Single
Mailing Address	Jalan 2 Menteri Besar
House Address	Jalan 2 Menteri Besar
Select District	Brunei Muara
Telephone Number	2226111/ 2226111/ 2226111

**NEXT**

Next

(v) you are also able to **RE-DOWNLOAD** your submitted **ATTACHMENTS**. Just Right Click and Select “**Save Link As**”:

English Malay

APPLICANT'S INFO JOB DESCRIPTION FOREIGN APPLICANTS SPOUSE INFO CHILD DEPENDENT OTHER FAMILY RESIDENCE DETAILS FOREIGN EMPLOYEE

### I. DOCUMENTS

1. Applicant for Brunei Citizen or Permanent Resident	Citizen Of Brunei Darussalam / Permanent Resident
3. For Applicant: Documents required for the license application to employ foreign domestic Employee's	
3.1 - Valid copies of the applicant's and his/her spouse's identity cards.	<a href="#">f_1.txt</a>
3.2 - Copies of the applicant's and his/her spouse's latest salary slips	<a href="#">g_r.txt</a>
3.3 - Copies of pension verification or pension confirmation letter for the applicant and his/her spouse (if retired).	Not Attachment
3.4 - Other income details (if any) such as Tenancy Agreement for businesses/ residence.	Not Attachment
3.5 - Copy of Registration of Companies or Form X of the Applicant and/or his/her spouse (whom holds ownership of the business).	Not Attachment
3.6 - A copy of ante natal patient's card for applicant's wife (if applicable)	Not Attachment
3.7 - Copy of Doctor's verification letter for the Applicant for sick or other special needs family members (if applicable)	Not Attachment
3.8 - Completed financial details form (BUR300).	<a href="#">j1.txt</a>
3.9 - Authorization letter from the Government of His Majesty the Sultan and Yang Di-Pertuan of Brunei Darussalam for Government Housing or Tenancy Agreement (if applicable)	Not Attachment

BACK

Save As

This PC > Pictures

Search Pictures

Organise New folder

Downloads Recent places Homegroup This PC Desktop Documents Downloads Music Pictures Videos Local Disk (C:) New Volume (D:)

No items match your search.

File name:

Save as type: All Files

Hide Folders

Save Cancel

#### 5.4 NOMINATING/SELECTING/AUTHORIZING EMPLOYMENT AGENCIES TO APPLY ON BEHALF

(i) An applicant may **SELECT** an Employment Agencies to apply on behalf for Applications such as Job Order, Contract and DHL/Amah Licenses. In order to do so, **the Applicant MUST have their own LCS accounts** and while logged in, select “**DHL Agency Permission**” from the main menu.



(ii) Click on the small box next to the text “**Fill This Section**”:

The screenshot shows the 'Add Permission' form with the section title 'A. SELECT AGENCIES'. A red box highlights the 'Fill This Section' text. Below it is a 'Select Agency' dropdown menu with '- Select -' and a red asterisk. A green 'ADD' button is to the right. Below the dropdown is a table with columns 'No' and 'Agency Name'. A green 'SUBMIT' button is at the bottom left.

(iii) Find the **name** of the **Employment Agency** to be Selected:

The screenshot shows the 'Add Permission' form with the 'SELECT AGENCIES' section. The 'Fill This Section' checkbox is checked. The 'Select Agency' dropdown menu is open, showing a list of agencies. The 'AZAQ EMPLOYMENT AGENCY' is selected and highlighted in blue. A red box highlights the dropdown menu and the 'SUBMIT' button. The 'ADD' button is also visible.

No	Agency Name
	AZAQ EMPLOYMENT AGENCY
	IMA EMPLOYMENT AGENCY
	ADAMAS EMPLOYMENT AGENCY
	MASHIDAYAH EMPLOYMENT AGENCY
	VAL EMPLOYMENT AGENCY
	AIK HUA EMPLOYMENT AGENCY
	NUR AMANDA EMPLOYMENT AGENCY
	ALLIANCE U.R. EMPLOYMENT AGENCY
	MIN-INSHANA MANPOWER SERVICES
	FELIMIC EMPLOYMENT AGENCY
	HANNANUR EMPLOYMENT AGENCY
	SHAALIZ EMPLOYMENT AGENCY
	RUZILLA EMPLOYMENT AGENCY
	NUR BERJAYA EMPLOYMENT AGENCY
	AMERLEE EMPLOYMENT AGENCY
	LRK EMPLOYMENT AGENCY
	NUR MEWAH EMPLOYMENT AGENCY
	MISHAH EMPLOYMENT AGENCY
	IVYAN LINK EMPLOYMENT AGENCY

(iv) Click on its name and click “**ADD**”:

The screenshot shows the 'Add Permission' form with the 'SELECT AGENCIES' section. The 'Fill This Section' checkbox is checked. The 'Select Agency' dropdown menu is closed, showing 'AZAQ EMPLOYMENT AGENCY'. The 'ADD' button is highlighted with a red box. The 'SUBMIT' button is also visible.

No	Agency Name
	AZAQ EMPLOYMENT AGENCY

Add Permission

### A. SELECT AGENCIES

Fill This Section

Select Agency

No	Agency Name
1	AZAQ EMPLOYMENT AGENCY <input type="button" value="X"/>

(v) Applicant may add **multiple Agencies** by Selecting from “**Select Agency**” and Clicking “**ADD**” again.

Add Permission

### A. SELECT AGENCIES

Fill This Section

Select Agency

No	Agency Name
1	AZAQ EMPLOYMENT AGENCY <input type="button" value="X"/>
2	ADAMAS EMPLOYMENT AGENCY <input type="button" value="X"/>
3	AIK HUA EMPLOYMENT AGENCY <input type="button" value="X"/>

(vi) When the applicant is satisfied with the list of agencies that he/she has selected, the applicant may click “**SUBMIT**” and the Agencies is then nominated to apply on behalf.

Add Permission

### A. SELECT AGENCIES

Fill This Section

Select Agency

LRK EMPLOYMENT AGENCY ▼

ADD

No	Agency Name	
1	AZAQ EMPLOYMENT AGENCY	<input type="checkbox"/>
2	ADAMAS EMPLOYMENT AGENCY	<input type="checkbox"/>
3	AIK HUA EMPLOYMENT AGENCY	<input type="checkbox"/>
4	MIN-INSHANA MANPOWER SERVICES	<input type="checkbox"/>
5	LRK EMPLOYMENT AGENCY	<input type="checkbox"/>

SUBMIT

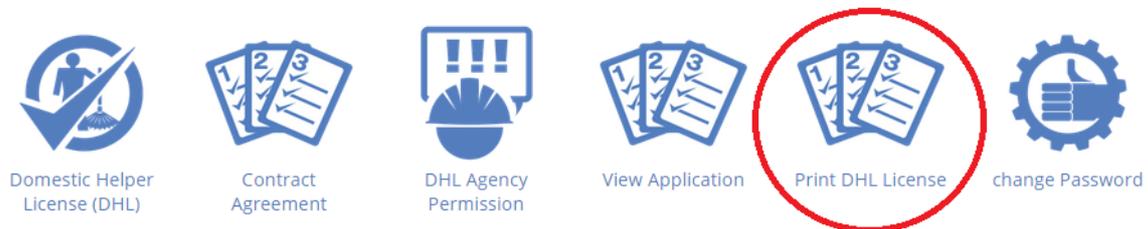
## 5.5 DE-AUTHORIZING/REMOVING EMPLOYMENT AGENCIES TO APPLY ON BEHALF

In order to **remove** an employment agency from the applicant's APPROVED list of agencies, the **Applicant** must report to the **LCS IT HELPDESK** and request to be removed and **state** the **REASON for Removal**.

- **PLEASE NOTE THAT ON-GOING APPLICATIONS MUST BE COMPLETED BEFORE THIS CAN HAPPEN.**
- **ON-GOING APPLICATIONS CANNOT BE TRANSFERRED TO ANOTHER AGENCY.**

## 5.6 HOW TO PRINT DHL LICENSE

(i) Whilst logged in as the License Owner’s Account, Select “**Print DHL License**” from the main menu.



(ii) An interface similar to the one shown below would appear:

### Print Existing License

DHL PJB no.   \*

License Number Expiry Date

(iii) If the License Application has been approved by the Department of Labour, a “**PJB**” Number would appear from the list of “**Select**” button.

### Print Existing License

DHL PJB no.   \*

License Number Expiry Date

The dropdown menu is open, showing a list of options. The option "PJB/5196/2015/2028" is highlighted in blue and circled in red.

(iv) Select the License “**PJB**” Number to be printed and click “**Find**”.

## Print Existing License

DHL PJB no.

License Number Expiry Date **08/11/2018**

(v) Click “**Print License**”

## Print Existing License

DHL PJB no.

License Number Expiry Date **08/11/2018**

(vi) A “PDF” document will be generated in the browser and you may “**Save**” or “**Print**” the PDF Document.

## 6. E-MAIL UPDATES AND NOTIFICATIONS

During the Review Process of Applications, you may receive “**Updates**” or “**Notifications**” on the status of your applications.

<input type="checkbox"/>			LCS Team Site	Successful Application of New Amah Application - D	12:34 pm
<input type="checkbox"/>			LCS Team Site	Notification of Scheduled Inspection for New Amah Appli	12:29 pm
<input type="checkbox"/>			LCS Team Site (3)	Successful Submission of New Amah Application - Dear	12:28 pm
<input type="checkbox"/>			LCS Team Site	Unsuccessful Application of New Amah Application - Dea	10:32 am

### 6.1 SUCESSFUL SUBMISSIONS E-MAIL NOTIFICATIONS

You will a **CONFIRMATION E-MAIL** to indicate that **your submission** was **successful**.

Successful Submission of New Amah Application

Inbox x

LCS Team Site <info.buruh@buru> 10:06 AM (0 minutes ago) ☆

to me

Dear sir/ madam,  
**Applicant Name : Nama Majikan**  
 Your Application for a Domestic Helper (Amah) License has been received.  
 Your Application will be verified by a document vetting officer before it will be processed further.

Thank you.  
 Department of Labour

For any general enquiries, please call 2383006, 2383904/5.

Note: This is an auto-generated email. Kindly do not reply this email.

**Working Hours:**  
 Monday – Thursday & Saturday  
 08.00 – 11.30am & 1.45 – 3.45pm

---

Tuan/Puan,  
**Nama Pemohon : Nama Majikan**  
 Sukacita dimaklumkan bahawa permohonan biskita telah diterima.  
 Permohonan biskita akan di sahkan oleh pegawai/kakitangan yang berkenaan sebelum di proses untuk lebih lanjut.

Terima kasih.

Jabatan Buruh

Sebarang pertanyaan, sila hubungi ke talian 2383006, 2383904/5.

**Nota:** Emel ini dijana secara automatik. Sila jangan dibalas emel ini.

**Hari Bekerja:**  
 Isnin – Khamis & Sabtu  
 08.00 – 11.30 pagi & 1.45 – 3.45 petang

## 6.2 OFFICER REVIEW E-MAIL SAMPLE

If your application's documentations and details has been successfully vetted by an officer, you will also receive an acknowledgement e-mail.

 **LCS Team Site** <info.buruh@buru... 12:28 PM (0 minutes ago) ☆    
to me ▾

*Dear sir/ madam,*

***Applicant Name : Nama Majikan***

*Your application has been received and the documents have been vetted by the respective officer. We will notify you for any updates of your application's status, via email.*

*Thank you.*

*Department of Labour*

*For any general enquiries, please call 2383006, 2383904/5.*

**Working Hours:**

*Monday – Thursday & Saturday*

*08.00 – 11.30am & 1.45 – 3.45pm*

*Note: This is an auto-generated email. Kindly do not reply this email.*

---

Tuan/Puan,

**Nama Pemohon : Nama Majikan**

Permohonan biskita telah diterima dan semua dokumen telahpun diteliti oleh pegawai/kakitangan yang berkenaan. Biskita akan dimaklumkan kedudukan permohonan ini melalui emel.

Terima kasih.

Jabatan Buruh

Jika ada sebarang pertanyaan, sila hubungi ke talian 2383006, 2383904/5.

**Hari Bekerja:**

*Isnin – Khamis & Sabtu*

*08.00 – 11.30 pagi & 1.45 – 3.45 petang*

**Nota:** Emel ini dijana secara automatik. Sila jangan dibalas emel ini.

### 6.3 INSPECTION NOTIFICATION E-MAIL SAMPLE

If your application requires an **inspection**, you will receive an e-mail notifying you of a possible scheduled inspection whereby an officer will contact you for the inspection.

## Notification of Scheduled Inspection for New Amah Application



Inbox x

 **LCS Team Site** <info.buruh@burul> 12:29 PM (1 minute ago) ☆    
to me ▾

*Dear Sir/Madam,*

**Applicant Name : Nama Majikan**

*This is to notify that an inspection will be made to your house and you will be contacted soon.*

*Thank you.*

*Department of Labour*

*For any general enquiries, please call [+673 2383006](tel:+6732383006), 2383904/5.*

*Note: This is an auto-generated email. Kindly do not reply this email.*

---

Tuan/Puan,

**Nama Pemohon : Nama Majikan**

Adalah dimaklumkan bahawa pihak Jabatan ini akan menjalankan pemeriksaan ke rumah biskita dan biskita akan dihubungi dalam masa yang terdekat.

Terima kasih.

Jabatan Buruh

Sebarang pertanyaan, sila hubungi ke talian 2383006, 2383904/5.

**Nota:** Emel ini dijana secara automatik. Sila jangan dibalas emel ini.

## 6.4 UNSUCCESSFUL APPLICATIONS E-MAIL SAMPLE

If your application was **unsuccessful**, you will receive an e-mail with the explanation of the outcome from the officers:

### Unsuccessful Application of New Amah Application



Inbox x

 **LCS Team Site** <info.buruh@buru> 10:32 AM (2 minutes ago) ☆    
to me ▾

*Dear sir/ madam,  
Applicant Name : Nama Majikan  
Your application has been rejected. The produced rejection letter is generated to your account for your relevant actions and reference.*

**The applicant's income and salary does not meet the minimum requirements threshold to be approved for an Amah License.**

*Thank you.  
Department of Labour*

*For any general enquiries, please call 2383006, 2383904/5.*

*Note: This is an auto-generated email. Kindly do not reply this email.*

---

Tuan/Puan,  
Nama Pemohon : Nama Majikan  
Dukacita dimaklumkan bahawa permohonan biskita telah ditolak. Lesen yang dikeluarkan/surat dukacita telah dijana di dalam akaun biskita untuk tindakan yang berkenaan dan rujukan.

Terima kasih.

Jabatan Buruh

Sebarang pertanyaan, sila hubungi ke talian 2383006, 2383904/5.

**Nota:** Emel ini dijana secara automatik. Sila jangan dibalas emel ini.

## 6.5 SUCCESSFUL APPLICATIONS E-MAIL SAMPLE

If your application was successful, you will also receive an e-mail notifying you of the outcome and with instructions on how to print the license should you require one.

 **LCS Team Site** <info.buruh@buru> 12:34 PM (7 minutes ago) ☆  

to me ▾

*Dear sir/ madam,*

**Applicant Name : Nama Majikan**

*Your application has been approved. The produced license is generated to your account for your relevant actions and reference.*

*To View or Print your License, Please Login into LCS and Select "Print License".*

*Thank you.*

*Department of Labour*

*For any general enquiries, please call 2383006, 2383904/5.*

*Note: This is an auto-generated email. Kindly do not reply this email.*

---

Tuan/Puan,

**Nama Pemohon : Nama Majikan**

Sukacita dimaklumkan bahawa permohonan biskita telah diluluskan. Lesen yang dikeluarkan/surat dukacita telah dijana di dalam akaun biskita untuk tindakan yang berkenaan dan rujukan.

Untuk melihat dan mencetak lesen biskita, sila log masuk ke LCS dan pilih "Print License".

Terima kasih.

Jabatan Buruh

Sebarang pertanyaan, sila hubungi ke talian 2383006, 2383904/5.

**Nota:** Emel ini dijana secara automatik. Sila jangan dibalas emel ini.