

### **POSITION PRIORITIES FOR LOCAL WORKERS**

## **TYPES OF FOREIGN WORKERS LICENCE APPLICATION**

* **New application;**
* **Renewal application;**
* **Additional application;**
* **Change format;**
* **Change name or business activities; and**
* **Appeal.**

**Please log in for foreign workers licence application:**

[**www.lcs.gov.bn**](http://www.lcs.gov.bn)

**SECRETARIAT LICENCE UNIT**

**FOREIGN WORKERS LICENCE DIVISION**

**DEPARTMENT OF LABOUR**

**MINISTRY OF HOME AFFAIRS**

**Please log-in our website for more information:**

[**www.labour.gov.bn**](https://www.labour.gov.bn/)

**For Local Workers only:**

1. **Security**
2. **Clerk**
3. **Store Keeper**
4. **Cashier**
5. **Salesgirl/Salesmen**

**Priority for Local Workers:**

1. **Driver**
2. **Supervisor**
3. **Shop assistant/laborers**
4. **Butcher**
5. **Baker**
6. **Accountant**
7. **Receptionist**
8. **Bell Boy**

#### **FOREIGN WORKER’S LICENCE**

**DEPARTMENT OF LABOUR**

**MINISTRY OF HOME AFFAIRS**

**JALAN DEWAN MAJLIS BB3910**

**BRUNEI DARUSSALM**

1. **Copy of ID Applicant;**
2. **Copy of ID/Passport Business Partner;**
3. **Copy of Companies Registration;**
4. **Office and workplace must be commercial area or suitable premises;**
5. **Workers accommodation must be suitable and conform with legal requirements;**
6. **Copy of tenancy agreement for office and workers accommodation;**
7. **Copy of project agreement; if relevant; and**
8. **Copy of certification, supporting letter, endorsement form government agencies.**

**BORANG PERMOHONAN MESTILAH LENGKAP DIISIKAN**

**SUMMARY RECRUITMENT PROSES**

****

****

****

# **REQUIREMENTS**

# **OF APPLICATION FOR**

# **FOREIGN WORKER’S LICENCE**

|  |  |  |
| --- | --- | --- |
| NO | APPLICATION | CLIENT CHARTER |
| 1) | **New** | **11 Working Days** |
| 2) | **Additional** | **12 Working Days** |
| 3) | **Renewal** | **12 Working Days** |

**CLIENT CHARTER**