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## Singapore Mandatory Retrenchment Notifications to MOM

- A new requirement on mandatory retrenchment notifications will take effect from **1 January 2017**.
- Employers who employ **at least 10 employees** will be required to notify the Ministry of Manpower (“**MOM**”) if **five or more employees** are retrenched within any six-month period from 1 January 2017.
- “Retrenchment” means any dismissal on grounds of redundancy or by reason of any reorganisation of the employer’s profession, business, trade or work. The notification requirement applies to permanent employees, as well as contract workers with full contract terms of at least six months. This includes local and foreign workers (i.e. Singapore Citizens, Permanent Residents or those on work passes) and part-time and full-time workers.
- The notification must be submitted within five working days after the fifth employee is notified of his or her retrenchment and must cover the first five employees. Thereafter, a separate notification must be submitted within five working days after each employee is given notice of retrenchment.
- Notification is done by completing a retrenchment notification form available on MOM’s website (please click [here](#) for a copy of the form) and emailing it to MOM. Notifications will be kept confidential by MOM.
- The purpose of the new notification regime is to enable Workforce Singapore, the tripartite partners and relevant governmental agencies to assist affected employees in re-employment facilitation and support.
- Failure to notify MOM will be an offence and the employer may be liable on conviction to penalties including a fine up to S\$5,000.

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