

# WHAT YOU SHOULD KNOW ABOUT SALARY MATTERS

1

Your employer **must pay your salary at least once a month.**



Salary must be paid:

- Within 7 days after the end of salary period
- For overtime work, within 14 days after the end of the salary period

2

If you are staying in a dormitory, your **salary must be paid electronically** (GIRO or bank transfer).



3



You **must receive the basic salary** as stated in your In-Principle Approval (IPA) letter.

4



Clarify with your employer if you encounter salary-related issues.

If it is not resolved, **submit a feedback via FWMOMCare App**; or **lodge a claim** at Tripartite Alliance for Dispute Management (TADM) **at** <https://www.tal.sg/tadm/eservices>.

# INJURED AT WORK? YOU ARE COVERED UNDER THE WORK INJURY COMPENSATION ACT



The Work Injury Compensation Act (WICA) protects all employees against accidents at work. If you are injured, the following compensations can be claimed:

1



Medical expenses

2



Medical leave wages

3



Lump sum compensation  
for permanent  
incapacity or death

4

If your employer did not pay for your medical leave wages and medical bills, you can **contact MOM** by:

- a. Calling 6438 5122
- b. Submitting feedback at <https://go.gov.sg/feedback-wicmatters>

All information will be kept strictly confidential.



# KEEP YOUR PASSPORT WITH YOU!

1

Your employer should not keep or withhold your passport. It is an offence to do so.



2

If your employer insists on keeping your passport, you can **contact MOM** by:

- a. Visiting <https://go.gov.sg/reportinfringement>
- b. Calling 6438 5122
- c. Making a Zoom appointment at [www.mom.gov.sg/make-appt-zoom](https://www.mom.gov.sg/make-appt-zoom) for assistance

All information will be kept strictly confidential.

