



High Commission of Bangladesh

Male', Maldives

Labour Welfare Wing

<http://male.mofa.gov.bd>

Documents to be submitted for Attestation of Work Permit Entry Pass:

- A. Covering letter in Employer's Letter Head address to the High Commissioner
- B. Employment Approval (EA)/ Entry Pass copy
- C. Appointment Letter copy
- D. Contract letter signed by the company/employer
- E. Copy of Employer/Director's Passport/National Id
- F. Copy of Certificate of Registration (Only for Firm/Company)
- G. Approval of Quota issued by concerned authority of Maldives
- H. Copy of Employee's Passport
- I. Photos of worksite and accommodation

USD 20/- (cash) will be charged for individual EA attestation

Also Please note that, the High Commission of Bangladesh, Male', Maldives will attest the EA/Entry Pass subject to the acceptance of the following conditions by the Employer:

1. **Passport of the Employee shall not be retained by the Employer.**
2. In case of Death of the Employee, the Employer shall repatriate the mortal remains to Bangladesh at the Employer's cost.
3. **Work Visa** should be renewed by the Employer well in time.
4. **Appointment Letter** should have the details of the Employer (Name, Address, Telephone, Mobile and Fax, E-mail address, Country (registered country of Investment), Types of Business, Investment's Registration Number.
5. **Salary:** The minimum basic salary for Unskilled Labourer is **250 USD** while the company/sponsor bears the food and accommodation.
6. Minimum contract period should be **two years** for unskilled worker; **Contract** must be signed when the employee arrives in Maldives and a copy should be provided to the employee
7. **Any inquiry please contact: +9603320859, +9603027961-62, +9603027960**

N.B: please complete the <https://forms.gle/cvJKZbbMRzpggPjT9> form before physical submission of the documents at the Mission

