

**Borang Permohonan/  
Pembaharuan Pelantikan Pegawai Dagang**

***Application Form for Appointment/  
Renewal of Appointment of Expatriate Officer***

**Nota:** Borang ini boleh dicetak semula. Jika ruang yang diperuntukkan di bawah tidak mencukupi, kertas tambahan boleh dilampirkan. Sila tandatangani setiap muka surat, termasuk kertas tambahan.

**Note:** *This form can be reproduced. If the space provided is insufficient, additional sheets may be attached. Please initial on each page, including the additional sheets.*

**BANK NEGARA MALAYSIA BERHAK MENARIK BALIK KELULUSAN UNTUK PELANTIKAN YANG DIMAKSUDKAN SEKIRANYA MAKLUMAT YANG DIBERI DIDAPATI TIDAK BENAR ATAU TIDAK LENGKAP.**

***BANK NEGARA MALAYSIA RESERVES THE RIGHT TO WITHDRAW APPROVAL GRANTED FOR THE APPOINTMENT IF THE INFORMATION GIVEN IS SUBSEQUENTLY FOUND TO BE INCORRECT OR INCOMPLETE.***

**A. Maklumat Am**  
**General Information**

1. Jawatan yang dipohon:  
*Post to be assumed by expatriate officer:*

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2. Permohonan:  
*Application:*

Baru   
*New*

Pembaharuan   
*Renewal*

3. Tempoh dipohon:  
*Duration applied for:*

dari \_\_\_\_\_  
*from*

hingga \_\_\_\_\_  
*to*

4. Bagi permohonan pembaharuan, sila nyatakan (mana yang berkenaan):  
*For renewal, please indicate (where relevant):*

(a) Tarikh permit kerja mula dikeluarkan:  
*Date work permit first issued:*

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(b) Tarikh luput permit kerja sekarang:  
*Expiry date of present work permit:*

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(c) Kakitangan yang dikenal pasti untuk mengambil alih tugas pegawai dagang:  
*Name of understudy identified:*

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**B. Butir-butir Peribadi**  
***Personal Particulars***

1. Nama penuh:  
*Full name:* \_\_\_\_\_

2. No. pasport: <i>Passport no.:</i>	Kewarganegaraan: <i>Nationality:</i>
_____	_____

3. Jantina: <i>Sex:</i>	Taraf perkahwinan: <i>Marital status:</i>
_____	_____

4. Tarikh lahir: <i>Date of birth:</i>	Tempat lahir: <i>Place of birth:</i>
_____	_____

5. Alamat rumah di negara asal:  
*Residential address in home country:*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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6. Alamat rumah di Malaysia:  
*Home address in Malaysia:*

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7. Alamat pejabat di Malaysia:  
*Office address in Malaysia:*

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**C. Butir-butir Kelayakan/Pengalaman**  
***Particulars of Qualifications/Experience***

1. Kelayakan akademik dan ikhtisas (professional):  
*Academic and professional qualifications:*

<i>Nama Institusi/Universiti</i> <i>Name of Institution/University</i>	<i>Kelayakan</i> <i>Qualification</i>	<i>Tahun Diperolehi</i> <i>Year Obtained</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. Pengalaman bekerja termasuk pekerjaan sekarang:  
*Working experience including present occupation:*

<i>Nama Majikan</i> <i>Name of Employer</i>	<i>Negara</i> <i>Country</i>	<i>Nama Jawatan</i> <i>Designation</i>	<i>Tempoh Pelantikan</i> <i>Period of Appointment</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3. Pernahkah permohonan pegawai dagang untuk mendapatkan permit kerja ditolak oleh Jabatan Imigresen Malaysia atau Bank Negara Malaysia?  
*Has expatriate officer's application for a work permit been rejected by the Immigration Department of Malaysia or Bank Negara Malaysia?*

Ya  
Yes

Tidak  
No

Jika ya, sebab-sebab penolakan, jika ada:  
*If yes, reasons for the rejection, if any:*

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4. Keterangan berhubung tugas bagi jawatan yang dipohon:  
*Job description of the position applied for:*

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5. Justifikasi, termasuk bidang kepakaran yang berkaitan, bagi pelantikan pegawai dagang. [Bagi institusi perbankan, sila nyatakan situasi yang membolehkan penggajian pegawai dagang menurut Garis Panduan Penggajian Pegawai Dagang oleh Institusi-institusi Perbankan iaitu; institusi perbankan mempunyai ekuiti asing, memerlukan kepakaran tertentu, ia di bawah program pertukaran antarabangsa atau untuk memberi khidmat latihan]:  
*Justification, including relevant expertise, for appointing the expatriate officer. [For banking institutions, please specify the situations allowed for the employment of expatriates as stipulated in the Guidelines on the Employment of Expatriate Staff in Banking Institutions namely; the banking institution has foreign equity, requires specialists or experts, it is under an international exchange programme or to provide training]:*

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**D. Terma-terma Pelantikan (jika pendapatan pegawai dagang dibayar oleh institusi perbankan)**  
***Terms of Appointment (if expatriate officer's emolument is paid by banking institution)***

**RM**

1. Gaji pokok setahun:  
*Annual basic salary:* \_\_\_\_\_
  
2. Bonus:  
*Bonus:* \_\_\_\_\_
  
3. Elaun:  
*Allowances:* \_\_\_\_\_
  
- Jumlah setahun:**  
***Total per year:*** \_\_\_\_\_
  
4. Kemudahan lain termasuk faedah bukan wang:  
*Other benefits including benefits-in-kind:* \_\_\_\_\_

**E. Perakuan/Pengesahan Institusi Perbankan**  
***Declaration/Confirmation by Banking Institution***

Saya memperakui bahawa segala maklumat yang diberikan dalam permohonan ini, sepanjang pengetahuan dan kepercayaan saya, adalah benar.

*I hereby declare that to the best of my knowledge and belief all the information provided in this form is true.*

Tandatangan:  
*Signature:*

\_\_\_\_\_

Nama:  
*Name:*

\_\_\_\_\_

Jawatan:  
*Designation:*

\_\_\_\_\_  
(Pengarah/Ketua Pegawai Eksekutif/Setiausaha Syarikat)  
(*Director/Chief Executive Officer/Company Secretary*)

Tarikh:  
*Date:*

\_\_\_\_\_