

XPAT SYSTEM

WORK PERMIT MEDICAL

Contents

| | |
|--|----------|
| 1. INTRODUCTION..... | 2 |
| 2. HOW TO SUBMIT A NEW WORK PERMIT MEDICAL REQUEST? | 3 |
| 3. FREQUENTLY ASKED QUESTIONS | 6 |

1. INTRODUCTION

Work permit medical update will allow users submit medical records via a dedicated request within the Xpat system.

From 15th July 2022, employers will require to have a valid work permit medical record within the Xpat system in order to submit and pay work permit fee.

2. HOW TO SUBMIT A NEW WORK PERMIT MEDICAL REQUEST?

Step 1: You can locate the service by logging into <https://xpat.egov.mv> and then going to work permit tab and to medical tab as shown below. To create a new work permit medical request click the “new request” button.

The screenshot shows the Ministry of Economic Development website interface. The top navigation bar includes 'Home', 'Dashboards', 'Quota', 'Work Permit', 'Appointments', 'Regularization', 'Payments', 'Pending Visa Payments', 'Express', and 'Wallet'. The 'Work Permit' tab is selected and highlighted with a red box and a red circle labeled '1'. Below this, the 'Medical' sub-tab is also selected and highlighted with a red box and a red circle labeled '2'. The main content area displays details for a 'Sample Work Permit Medical 1' with ID WP00944704 and WRI/2022/534. It includes fields for 'Work Place', 'Quota Work Type', 'Quota remaining days', 'Is Regularization', and 'Passports'. A 'Status' section shows 'Issued (Arrived)' on 20-Jun-2022, with an expiry date of 18-Sep-2022. A 'Medical Report' section contains a table with columns for 'Request number', 'Service Provider', 'Issued Date', 'Expiry Date', and 'Status'. A red box and red circle labeled '3' highlight a '+ New Request' button in the top right corner of the Medical Report section.

Step 2: Select the relevant medical service provider from the drop-down menu and click “next” to proceed.

The screenshot shows the 'Request' step of the medical request process. The progress bar at the top indicates '1 Request', '2 Documents', and '3 Review'. The main instruction reads: 'Please choose the medical service provider who performed the employee's medical examination.' Below this, there is a dropdown menu labeled 'Select Medical Provider *' with a red box and a red circle labeled '1' around it. The dropdown menu is open, showing options: 'Adk', 'IGMH', and 'Dharumavantha'. To the right of the dropdown menu, there is a red box and a red circle labeled '2' around a 'NEXT' button with a plus sign. A 'CANCEL' button with an 'X' icon is also visible.

Step 3: Upload the medical report. Then, as indicated below, provide the medical report's issuance date and expiration date.

1 Request 2 Documents 3 Review

Employee Medical Report | Ref: EMR/2022/20

Medical Report upload medical report

Please provide below details and upload the medical report.

Upload Documents

Document Type
Medical Report *

1 **Upload document**
Attach
Max file size is 4MB.

2 **Select Report Issued Date**
Issued date
Please provide medical report issued date

3 **Select Report Expiry Date**
Expiry date
Please provide medical report expiry date

4 **NEXT**

Step 4: Review the work permit medical request and click “submit” to proceed.

1 Request 2 Documents 3 Review

Employee Medical Report | Ref: EMR/2022/20

Displayed below are the details of your application. Before submitting the application please make sure all the information is correct.

| | |
|---------------------------------|-------------|
| Medical Service Provider | Adk |
| Issued Date | 20-Jun-2022 |
| Expiry Date | 20-Jun-2023 |

Documents all the document link to this request

Medical Report - WorkPermitMedicalSample.pdf (20-Jun-2022)

1 **SUBMIT**

Step 5: Once the work permit medical request has been verified and approved by the ministry, the work permit information card will be updated to indicate whether the employee is fit, unfit, or needs isolation.



Sample Work Permit Medical I WP00944704 WRI/2022/534

Q00000821 Commercial Labourer, construction Afghan 9123456 14

Work Place: LOTS OF QUOTA FOR TESTING H. LOTS OF QUOTA FOR TESTING, K. Male'

Quota Work Type: Construction

Quota remaining days: 1983

Is Regularization: No

Is Fit: Yes

Requires Isolation: No

Passports: SAMPLE0001

Work permit fee is required

Status

Issued (Arrived)

Issued On

20-Jun-2022

Arrived On

20-Jun-2022

Expiry On

18-Sep-2022

Medical Report displayed are employee medical report requests linked to this work permit + New Request

Search:

| Request number | Service Provider | Issued Date | Expiry Date | Check List | Status |
|--|------------------|-------------|-------------------------------------|---|----------|
| EMR/2022/34 <small>submitted: 04-Jul-2022</small> | Adk | 04-Jul-2022 | 04-Jul-2023 <small>valid</small> | <ul style="list-style-type: none"> Is Employee Fit - Yes Is Isolation Required - No | Approved |

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3. FREQUENTLY ASKED QUESTIONS

1. [How do I register as a medical service provider?](#)
Contact us at xpat@1500help.mv regarding the registration. Attach the relevant documents along with the email
2. [Do I have to update work permit medical for existing work permits?](#)
Employers must submit a work permit medical in order to pay the work permit fee from 15th July 2022 onwards
3. [Will work permit medical be mandatory after this update?](#)
Work permit medical will be mandatory starting 15th July 2022
4. [Is work permit medical validity required when paying work permit fee?](#)
Work permit medical can limit the work permit fee payment duration. You can renew the work permit medical to extend the fee payment duration if it is the limiting factor
5. [What happens if the employee is unfit or requires isolation?](#)
If the employee is unfit or requires isolation, please contact HPA
6. [Can I update an expired work permit medical?](#)
Yes. An expired work permit can be updated by submitting a new work permit medical request within the Xpat System

Our Contacts:

Live chat: <https://xpat.egov.mv/> (during weekdays 8:00am to 4:00pm)

Hotline: 1500

Email: xpat@1500help.mv