1. Renewal of Identity Document and Work Permit of Migrant Workers at the One-Stop Service Centers (OSSCs)

Migrant workers and their dependents whose stay/work permit issued by the OSSCs expired on 31 March 2015 and have not yet received a passport or travel document with visa need to report themselves, together with their employer or representative of the employer, in order to apply for a new work permit at the OSSCs between 1 April 2015 and 30 June 2015. Only migrant workers and dependents who are currently holding stay/work permits (pink card) are eligible to apply for renewal. This includes both migrant workers who are still working with the same employers specified in the latest work permit and those who are working with new employers. The new work permit will also include the name of the hospital(s) that provide health services to the permit holder.

Documents for Renewing Identity Document and Work Permit

To apply for a new stay/work permit for migrant workers, employers or their representatives are required to report to the OSSCs with the migrant workers and submit the application using the following documents:

1) Work permit application form (Tor Tor 8 / ต.7)
2) Name list of migrant workers to enter nationality verification process (If already submitted, use a copy)
3) Identity card for non-Thai citizen (pink card) together with a copy, or a copy of Tor Ror38/1 (ต.38/1)
4) Employment certificate (in case there is more than one worker, simply provide one certificate and indicate at the bottom “certificate for the employment of the migrant workers listed in the attachment to enter the nationality verification process”)
5) The employer’s documents such as Identity card/house registration in case of individual employer or registration document in case of juristic persons
6) Map of the workplace
7) 3 Photos of 3x4 cm.
**Costs**

1) Non-Thai identity card   60 baht  
2) Work permit application fee  100 baht  
3) 1-year work permit fee   900 baht  
4) Health examination   500 baht*   
5) 1-year health insurance   1,600 baht  

**Total**  3,160 baht

*Note* Migrant workers must undertake a health examination on the date and time and at the hospitals specified on the non-Thai ID card (pink card)

2. **Registration of Migrant Workers in the Fishing Industry**

Workers of Myanmar, Laotian and Cambodian nationalities in the fishing industry, including both those previously unregistered and whose registered whose pink cards expired on 31 March 2015, are required to register, undergo a health examination and apply for a new work permit at the OSSCs in 22 seaside provinces by 29 June 2015. This includes migrant workers who continue working with the same employers as well as those working with new employers.

**Documents for Registering and Applying for Work Permits**

1) Work permit application form (Tor Tor 8 / ต.ท.8)  
2) Demand letter to employ migrant workers  
3) Name list of migrant workers to enter nationality verification process  
4) Employment certificate (In case there is more than one worker, simply provide one certificate and indicate at the bottom “certificate for the employments of migrant workers listed in the attachment to enter the nationality verification process”)  
5) Employer's documents such as identity card, house registration and vessel registration  
6) 3 photos of 3x4 cm.

**Costs**

1) Registration and non-Thai card  60 baht  
2) Health examination and 1-year health insurance  2,100 baht  
3) Work permit application fee  100 baht  
4) 1-year work permit fee   900 baht  

**Total**  3,160 baht

For more information, please call the Office of Migrant Workers Administration, Department of Employment on 02-354-1730, 02-354-1721 or 02-354-1763.

**One-Stop Service Centers (OSSCs)**

Information about the locations of the One-Stop Service Centers in all 77 provinces can be accessed via the link provided by the Office of Foreign Workers Administration, Department of Employment. [http://wp.doe.go.th/wp/images/oss/pr_oss041058.pdf](http://wp.doe.go.th/wp/images/oss/pr_oss041058.pdf)

In provinces with large numbers of migrant workers such as Chonburi, Samut Prakan, Samut Sakhon or Bangkok, employers are required to make appointments in advance with provincial
employment offices or the 1-10 Bangkok Employment Offices based on the locations of their workplaces, as well as to prepare all the required documents beforehand.

Table 1: Number of Migrant Workers from the Previous Nationality Verification Process (from Myanmar, Lao PDR and Cambodia) remaining in the Kingdom (as of April 2015)

<table>
<thead>
<tr>
<th>Nationality</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Myanmar</td>
<td>841,720</td>
</tr>
<tr>
<td>Lao PDR</td>
<td>32,545</td>
</tr>
<tr>
<td>Cambodia</td>
<td>107,303</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>981,568</strong></td>
</tr>
</tbody>
</table>

Source: Office of Foreign Workers Administration, Department of Employment, Ministry of Labour

Table 2: Number of Migrant Workers with Valid Work Permits Who Have Entered the Kingdom of Thailand through the MOU Process (as of April 2015)

<table>
<thead>
<tr>
<th>Nationality</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Myanmar</td>
<td>139,273</td>
</tr>
<tr>
<td>Lao PDR</td>
<td>29,979</td>
</tr>
<tr>
<td>Cambodia</td>
<td>97,596</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>266,848</strong></td>
</tr>
</tbody>
</table>

Source: Office of Foreign Workers Administration, Department of Employment, Ministry of Labour

Table 3: Number of Migrant Workers with Valid Work Permits Insured under the Social Security Fund (as of April 2015)

<table>
<thead>
<tr>
<th>Nationality</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Myanmar</td>
<td>301,103</td>
</tr>
<tr>
<td>Lao PDR</td>
<td>12,114</td>
</tr>
<tr>
<td>Cambodia</td>
<td>89,137</td>
</tr>
<tr>
<td>Others</td>
<td>83,382</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>485,736</strong></td>
</tr>
</tbody>
</table>

Source: Social Security Office, Ministry of Labour

The Migrant Information Note is produced by the Labour Migration Programme, IOM Thailand Office
For more information, please contact us by tel: 02-3439300, Fax: 02-3439399 or e-mail: migrantnews@iom.int

The Migrant Information Note is available online at
http://th.iom.int/index.php/migration-resources/facilitating-migration/migration-information-notes/orderby,2/