

Claimant Review Annex A

A Quick Guide to reviewing Annex A on the
EmPOWER portal

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1



Legend

This lightbulb indicates
important information to
note when using
EmPOWER!

How do I review Annex A?

For Claimant



#1

Access TADM eServices Website

You will be notified via your preferred channel (SMS and/or Email) to review Annex A. Upon receiving notification, access TADM eServices (www.tal.sg/tadm/eservices) to make the update.

Select your persona  and click on . You will be directed to log in with **Singpass** to access the system dashboard.

#2

Access the case

From your dashboard, there are two ways to access the claim case.

1. Under **"My Next Steps"**, you are notified to respond to verifying Annex A.
2. Under **"My Cases"**, you can click **"View All"** to view the full list of cases and identify the Claim with status **"Annex A - Pending Claimant"**.

Click  to access the claim(s).

#3

Review Fact-Finding

Click **"Respond"** in the "Claimant Review" tab to start reviewing Annex A.

 Claimant Review



How do I review Annex A?

For Claimant



#4

Review Fact-Finding

After clicking **Respond**, you will be directed to the Wrongful Dismissal Claim page.

You could click on **>** to expand and view **Case Overview** and **Claim Item Detail**.

Proceed to view **Fact-Finding Details**.

I want to make changes to Additional Information

Check the box if you wish to amend **Additional Information** section and edit the textbox accordingly.

#5

View and/or Upload Supporting Documents

Scroll down to view Supporting Documents. Click on **Upload Files** To upload, if any.

Click on **Submit →** to complete the review.



What's Next?

Your case officer will review the amendments made to the case, if any, and follow up with you on your next steps.

You will be notified of the next steps accordingly via your preferred communication channel.