

Company Letterhead>

<Date of letter>

Letter of Authorisation

This is to certify that _____ <Full Name based on NRIC/Work Pass/Passport>, _____ <Designation in Company>, is a full-time employee of <Name of Company> , and is hereby authorised (under Section 5 of the Employment Claims Act) to represent the company in the dispute resolution process conducted by the Tripartite Alliance for Dispute Management (TADM) for case reference(s): _____

Yours sincerely,

<Signature>

<Full Name of Director/Partner/Sole Proprietor>

<Designation>