

FREQUENTLY ASKED QUESTIONS (AS OF 1ST JUNE 2020)

1) **What is regular swabbing and why is it required?**

Regular swabbing is required for employees who are **already working** for them to **continue working after clearing the tests**. This is part of the **COVID-Safe Workforce** measures to mitigate transmissions at the workplace as sectors gradually reopen.

2) **What about my employees who do not fulfil the criteria above?**

Employees living in dormitories (in Purpose-Built Dormitories, Factory-Converted Dormitories, Construction Temporary Quarters, Temporary Occupation License Quarters) **require pre-screening swab tests** facilitated separately by the government **before they are allowed to start working**. The government will then arrange for regular swabbing of these employees after dormitories are cleared.

Employees who do not work on the production site on an ongoing basis (e.g. HQ personnel, finance, admin, HR etc) will not require regular swabbing, until further notice.

Employees who are still on House Quarantine Order, 5-day MC, Stay Home Notice, or Leave of Absence should only be scheduled for a swab test after they fulfil these obligations.

3) **Why is it necessary to perform this registration?**

HPB is still developing a system to allow companies to apply directly for employees for future regular swabbing. In the meantime, you should register your employees via this route to secure slots in the first round. Otherwise, your employees will not be allowed to continue working if they have not cleared their swab tests once the first 2-week window has passed. Employers will also be able to check the health status of their workers online by end June 2020.

4) **If an employee is unable to make it for the allocated slot for the test, can he/she reschedule his/her appointment?**

Employees are advised to strictly follow their assigned appointment slots. To allow for tests to be done in a coordinated way, the test slots are assigned at a company-level.

If there are employees who miss their swab appointments for valid reasons such as being unwell on that day, companies should write in to swab@edb.gov.sg with the exact worker to rearrange a slot, subject to availability. If no slots are available, the employee will have to wait till the next round of regular swabbing and may not be able to continue work till he/she has passed the tests.

5) **What happens after I get my employees' swabbing schedules?**

You will be required to notify your employees and arrange for transport on the day of swabbing. Further details (e.g. documentation required etc.) will be provided upon confirmation of slots.

6) **Do employers have to pay for the swab tests?**

No. The government will waive the cost of required swab tests for PCM sector until August this year.