

SHORT TERM WORK PERMIT (UP TO 90 DAYS) PROCESS MAP

STEP 6: RESIDENCE PERMIT APPLICATION

For work assignments of longer than 30 days, the final step in the process is to apply for a residence permit for working, which will replace the short term entry visa(s).

Processing time: 1-3 weeks

STEP 5: TEMPORARY RESIDENCE REGISTRATION

Temporary residency registration must be completed within 24 hours of arrival to China for applicant and any accompanying family members. This is normally completed by the management office of the residence (or hotel) where applicant is residing. Where no hotel booking is made, the registration should be completed by applying in person at the local police station in the area of residence.

STEP 4: ENTRY TO CHINA

The entry visa should be stamped at the port of entry on arrival and the applicant can begin working immediately.

STEP 3: ENTRY VISA APPLICATION

The applicant and any accompanying family members must apply for entry visas (Z visa for the principal applicant and S visas for any dependents) at the Chinese diplomatic post in home country.

Processing time: 2 days-2 weeks

STEP 1: INITIATION

Client initiates the case with FGI and submits a completed questionnaire. FGI reviews and reverts back with any issues, missing information, etc.

STEP 2: APPLICATION FOR NOTIFICATION LETTER OF WORK PERMIT

FGI first submits the application online by the. If industry approval is required, an approval from the competent authority of industry must be obtained first before submitting the online application. Once the online application has been processed (about one week) the original documents need to be submitted manually. Then the application will be reviewed and, if it is accepted, a Notification Letter of Work Permit will be issued (within about 20 working days).

Processing time: 2-8 weeks



WORK PERMIT & RESIDENCE PERMIT (OFFSHORE) PROCESS MAP

STEP 8: RESIDENCE PERMIT APPLICATION

The principal assignee and accompanying dependents must visit a Public Security bureau for an interview for the Residence Permit application. The applicant can start work after this step.
Processing time: 1-3 weeks

STEP 7: WORK PERMIT APPLICATION

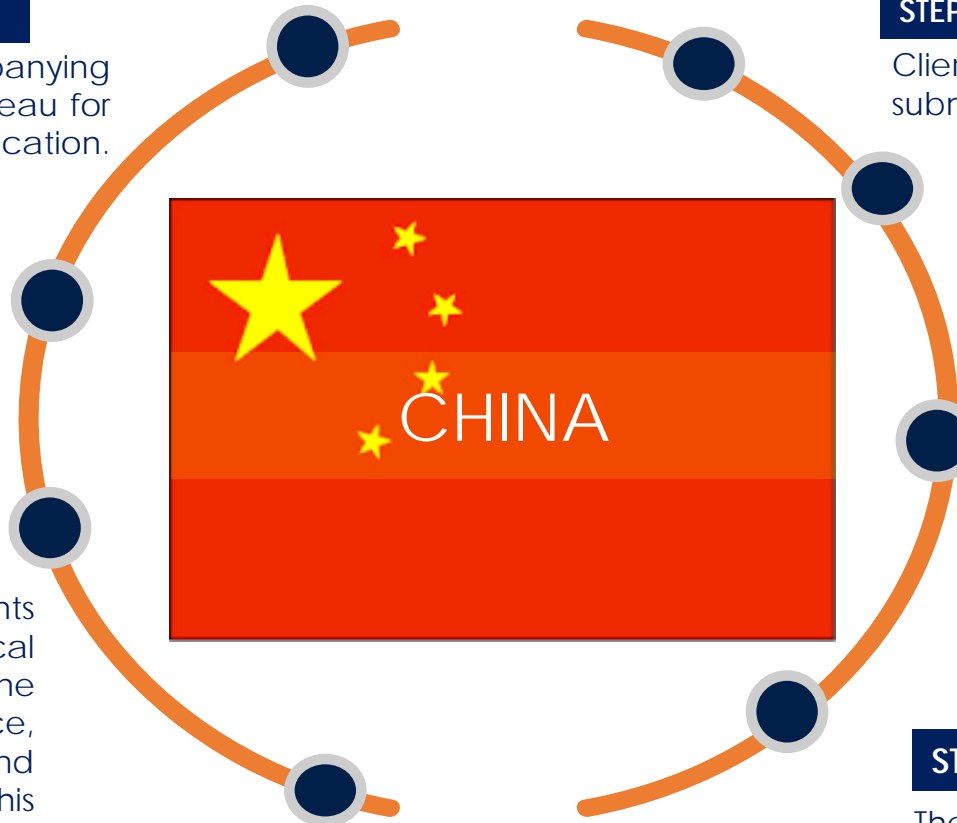
FGI submits the Work Permit Application online to the Labour Bureau within 15 days of the assignees arrival to China.
Processing time: 1-3 weeks

STEP 6: QUARANTINE BUREAU

The assignee and accompanying dependents must visit the Quarantine Bureau. A full medical will be carried out, or if the medical was done at a verified clinic in the country of residence, the medical report will be reviewed and certified. Depending on the city in China, this may be required before the Z visa application.
Processing time: 3 days – 1 week

STEP 5: TEMPORARY RESIDENCE REGISTRATION

Temporary residency registration must be completed within 24 hours of arrival to China for the applicant and any accompanying family members. This is normally completed by the check-in desk/reception of the hotel where the applicant is residing.



STEP 1: INITIATION

Client initiates the case with FGI and submits a completed questionnaire.

STEP 2: APPLICATION FOR NOTIFICATION LETTER OF WORK PERMIT

Once all the documents are received, the application for Notification Letter of Work Permit is submitted online by FGI.
Processing time: 2-5 weeks

STEP 3: ENTRY VISA APPLICATION

Once the notification letter is approved, the assignee and any accompanying dependents must apply for entry visas at the Chinese diplomatic post in their country of residence.
Processing time: 3 days – 2 weeks

STEP 4: ENTRY TO CHINA

The assignee and any accompanying dependents may enter China. The entry visa(s) should be stamped at the port of entry.

WORK PERMIT & RESIDENCE PERMIT (ONSHORE) PROCESS MAP

STEP 7: RESIDENCE PERMIT APPLICATION

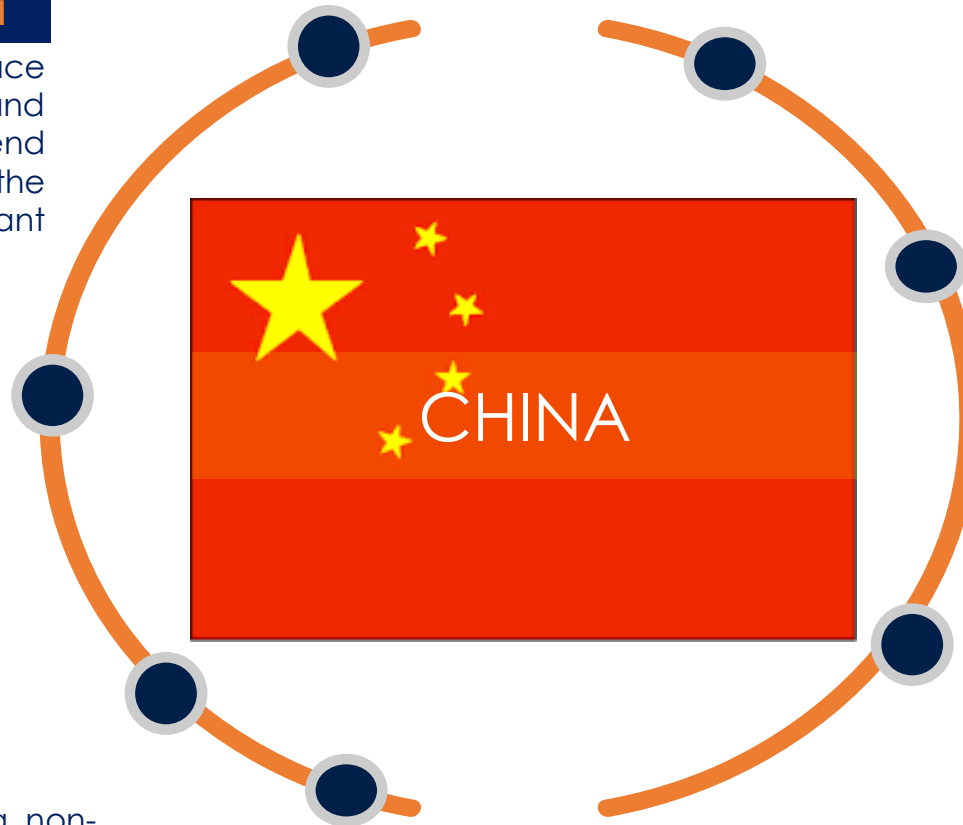
The residence permit application will replace the short term entry visa(s). The principal and the adult dependents are required to attend a Public Security bureau interview for the Residence Permit application. The applicant can now begin working.
 Processing time: 1-3 weeks

STEP 6: WORK PERMIT APPLICATION

FGI submits the work permit application online with SAFEA within 15 days of the applicant's arrival in China. Once the online application has been processed and approved, the original documents need to be submitted manually.
 Processing time: 2-3 weeks

STEP 5: QUARANTINE BUREAU

The applicant (and any accompanying non-Hong Kong, Macao or Taiwan national spouse) must attend the Quarantine Bureau. A full medical will be carried out.
 Processing time: 3 days – 1 week



STEP 1: INITIATION

Client initiates the case with FGI and submits a completed questionnaire. FGI reviews and reverts back with any issues, missing information, etc.

STEP 2: ENTRY VISA APPLICATION

The applicant (and any accompanying non-Hong Kong, Macao or Taiwan national family members) must apply for entry visas. An M visa for business is recommended for the principal applicant. An L visa for tourism is also possible, and recommended for any accompanying family members.
 Processing time: 2 days – 1 week

STEP 3: ENTRY TO CHINA

The assignee and any accompanying dependents may enter China. The entry visa(s) should be stamped at the port of entry.

STEP 4: TEMPORARY RESIDENCE REGISTRATION

Temporary residency registration must be completed within 24 hours of arrival to China for the applicant and any accompanying family members. This is normally completed by the check-in desk/reception of the hotel where the applicant is residing.