

FIRST SCHEDULE

[Rule 6]

REGISTER OF MATERNITY LEAVE AND ALLOWANCES

(Section 95A of the Labour Ordinance of Sarawak)

Serial Number of Claim

Place of employment

PART A

(To be completed in respect of a female employee who is about to leave her employment who reports that she knows or has reason to believe that she will be confined within a period of four months from the date on which she leaves her employment – section 88)

(1) Name

(2) Identity Card Number

(3) Future address

(4) Date of leaving employment

(5) Date of notifying pregnancy

(6) Expected date of confinement

(7) Name, Identity Card Number and address of nominee (if any) nominated to receive maternity allowance under the provision of section 91 of the Ordinance

(8) Number of days employed during the months preceding her departure from employment:

First

Second

Third

Fourth

Fifth

Sixth

Seventh

Eighth

Ninth

PART B

(To be completed in respect of maternity leave and allowance under the provision of section 84 of the ordinance)

- (1) Name
- (2) Identity Card Number
- (3) Name, Identity Card Number and address of nominee (if any)
- (4) Date of notifying commencement of maternity leave
- (5) Date of which employee commenced maternity leave
- (6) Number of days employed during the months preceding giving birth –
First
- Second
- Third
- Fourth
- Fifth
- Sixth
- Seventh
- Eighth
- Ninth
- (7) Date of confinement
- (8) Date of notifying confinement
- (9) Date on which work was resumed (or date of leaving the employment or date of death)
- (10) Number of consecutive days employee was on maternity leave
- (i) Before confinement
- (ii) After confinement
- (11) Ordinary rate of wages of employee per day
- (12) Amount of maternity allowance and date of payment–
(i) Before confinement RM Date
- (ii) After confinement RM Date

(13) If maternity allowance is not paid or not paid in full, state the reasons—

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I confirm that the above particulars are correct

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Signature of Employer

I confirm that the amount stated above have been paid to me

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Signature of Employee/Nominee