

**The Announcement of the Department of Labour Protection and Welfare  
concerning the Requirement of Record of Employees Form**

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Whereas Clause 7 of the Ministerial Regulation concerning Labour Protection in Sea Fishery Work B.E.2557 (2014) issued under Section 22 of the Labour Protection Act B.E.2541 (1998) regulates that in case an employer employs 10 or more employees, an employer is obligated to create a record of employees in Thai and keep it at a workplace to be inspected by a labour inspector and to send a copy of a record of employees thereof to the Director-General or a person entrusted by the Director-General within 30 days after a commencement date of employment

By virtue of Clause 7 of the Ministerial Regulation concerning Labour Protection in Sea Fishery Work B.E.2557 (2014), the Director-General of the Department of Labour Protection and Welfare hereby issues the following announcement :

Clause 1 This announcement shall come into force on the following day after its publication in the Royal Thai Government gazette

Clause 2 The record of employees shall be in accordance with the form attached herewith this announcement (Form Por Mor 3)

Issued on 30<sup>th</sup> December B.E.2557 (2014)

(Mr. Peeraphat Pornsirilertkit)  
the Director-General of  
the Department of Labour Protection and Welfare