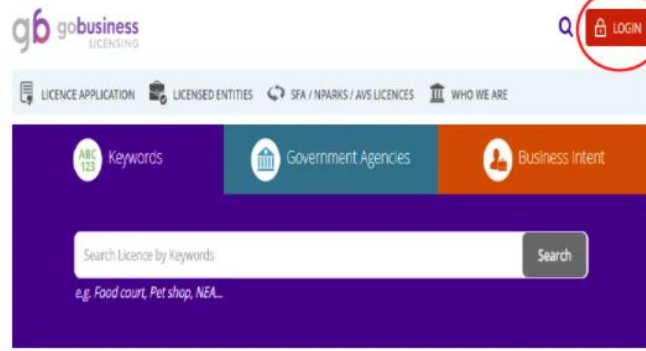
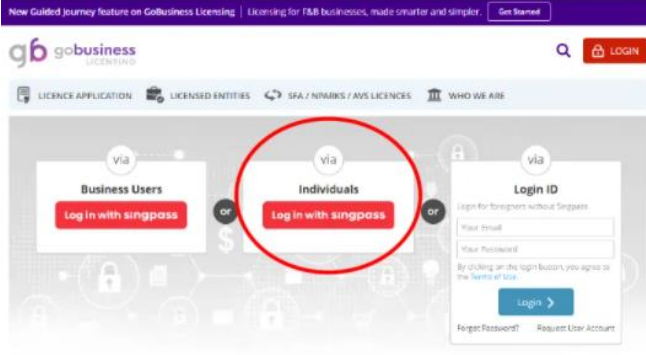
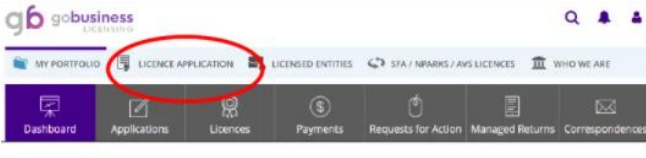
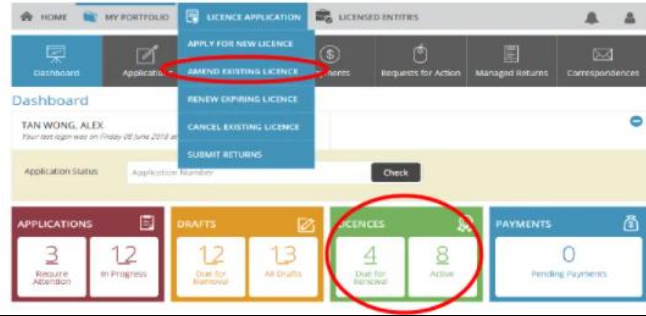
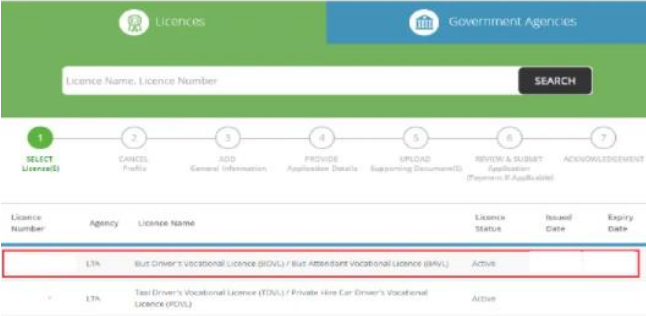


Uploading your medical examination report

Steps	Illustration																		
1. Visit https://licence1.business.gov.sg/feportal/web/frontier/home																			
2. Click on Login button																			
3. Login with your Singpass for individuals user.																			
4. Click on Licence Application																			
5. Click on Amend Existing Licence to amend licence or, Click under Licenses > Active																			
6. Select your licence type Note : Please select only one licence for multiple vocational licence holders	 <table border="1"> <thead> <tr> <th>Licence Number</th> <th>Agency</th> <th>Licence Name</th> <th>Licence Status</th> <th>Issued Date</th> <th>Expiry Date</th> </tr> </thead> <tbody> <tr style="border: 2px solid red;"> <td>LTN</td> <td>But Driver's vocational Licence (BDVL) / But Absentee vocational Licence (BAVL)</td> <td>ACTIVE</td> <td></td> <td></td> <td></td> </tr> <tr> <td>LTN</td> <td>Taxi Driver's vocational Licence (TDVL) / Private Hire Car Driver's vocational Licence (PDVL)</td> <td>ACTIVE</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Licence Number	Agency	Licence Name	Licence Status	Issued Date	Expiry Date	LTN	But Driver's vocational Licence (BDVL) / But Absentee vocational Licence (BAVL)	ACTIVE				LTN	Taxi Driver's vocational Licence (TDVL) / Private Hire Car Driver's vocational Licence (PDVL)	ACTIVE			
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LTN	Taxi Driver's vocational Licence (TDVL) / Private Hire Car Driver's vocational Licence (PDVL)	ACTIVE																	

Steps

7. Select Submission of Medical Records and key in Licence No. /Licensee ID No. > Click on Next

Illustration

The screenshot shows the 'Amend Licence' process. At the top, there is a progress bar with seven steps: 1. SELECT (Licence), 2. AMENDMENT (Profile), 3. ADD (General Information), 4. FINISH (Application Details), 5. UPLOAD (Supporting Documents), 6. REVIEW & SUBMIT (Application), and 7. ACKNOWLEDGEMENT. Step 2 is currently active. Below the progress bar, the user is identified as 'Land Transport Authority' and 'Bus Driver's Vocational Licence (BDVL) / Bus Attendant Vocational Licence (BAVL)'. There are three options for the type of amendment: 'Change of Personal Particulars', 'Replacement of Vocational Licence', and 'Submission of Medical Records'. The 'Submission of Medical Records' option is circled in red. Below this, there is a text input field for 'Licence No. / Licensee ID No.' which is also circled in red. At the bottom, there are 'BACK' and 'NEXT' buttons, with 'NEXT' being circled in red.

8. Ensure all particulars are correct, and click on the box, to receive status updates on Renewal via SMS > Click on Next

The screenshot shows the 'Amend Existing Licence' page. At the top, there is a progress bar with seven steps: 1. SELECT (Licence), 2. AMENDMENT (Profile), 3. ADD (General Information), 4. FINISH (Application Details), 5. UPLOAD (Supporting Documents), 6. REVIEW & SUBMIT (Application), and 7. ACKNOWLEDGEMENT. Step 3 is currently active. Below the progress bar, there is a 'Terms of Use' section with four numbered points. Below that, there is a 'MyInfo' section with a 'Use MyInfo' button and a link to 'MyInfo details'. The 'MyInfo' section is titled 'Driver's Particulars' and includes a note: 'Note: Salutations, Name, Nationality, Gender and Date Of Birth are taken from User Profile for your convenience. Please proceed to ignore User Profile screen to edit these information where necessary.' Below the note, there are several input fields: 'Salutation' (dropdown), 'Name' (text), 'Nationality' (dropdown), 'Gender' (radio buttons for Male and Female), 'Date Of Birth' (calendar), 'Designation' (dropdown), 'Office Tel Number', 'Home Tel Number', 'Fax Number', and 'Mobile Number'. There are also fields for 'Primary Contact Mode' (radio buttons for Office Tel Number, Home Tel Number, and Mobile Number) and 'Email'. At the bottom right, there is a checkbox labeled 'Tick if you prefer to receive status updates of licence applications via SMS', which is circled in red. At the bottom, there are 'Next >', 'Save as Draft', and 'Save as Draft & Exit' buttons, with 'Next >' being circled in red.

Steps

9. Self declaration (Medical Condition) Page

Note: Select the option **Yes** or **No** for each type of medical condition as indicated within the actual medical form before clicking **Proceed**.

Illustration

HOME MY PORTFOLIO LICENCE APPLICATION LICENSED ENTITIES

1 SELECT Licence(s) 2 NEXT STEP Profile 3 ADD General Information 4 **PROVIDE Application Details** 5 UPLOAD Supporting Documents 6 REVIEW & SUBMIT Application (Payment if applicable) 7 ACKNOWLEDGE

Amend Existing Licence

Bus Driver's Vocational Licence (BDVL) / Bus Attendant Vocational Licence (BAVL)

Submission of Medical Records

Licensee Name

Licensee ID Number

Medical Conditions

Submission of Additional Supporting Documents are required based on the listed conditions:

NOTE: Memo MUST indicate that driver is "FIT TO DRIVE A PUBLIC SERVICE VEHICLE". LTA do not accept memo with remarks "Fit to Drive". This is to ensure that certification of memo with "Fit to Drive" remarks will only be applicable to Class 3 Driving Licence to drive a private motorcar/bus, and NOT for purpose of driving a PUBLIC SERVICE VEHICLE.

Heart Surgery (e.g. bypass) - Surgery is < 1 year* Yes No
(Requires memo from Cardiacologist)

Eye Surgery (e.g. Cataract) - surgery is < 6 months* Yes No
(Requires memo from Eye Specialist)

Stroke* Yes No
(Requires Driving Assessment/Reclassification Programme (DARPP) memo and memo from Neurologist)

Mental Illness (e.g. Anxiety, Nervous Breakdown, Schizophrenia)* Yes No
(Requires memo from Institute of Mental Health (IMH))

Diabetes* Yes No
(Requires memo from Institute of Mental Health (IMH))

Amputee* Yes No
(Requires Driving Assessment/Reclassification Programme (DARPP) memo)

Hearing problems* Yes No
(Requires Audio test report and memo from doctor)

AIDS* Yes No
(Requires memo from doctor)

Tuberculosis (TB)* Yes No
(Requires TB certificate from Tuberculosis Control Unit (TCU) or memo from Health Authority)

Renal Failure* Yes No

Cancer (if still under follow-up treatment)* Yes No

< Previous **Proceed** > Save as Draft Save as Draft & Exit

Renewal Declaration

Have you cleared your outstanding Medicare liability with CPF Board?* Yes No
Please check your Medicare status via [CPF Website](#)

Renewal Declaration

Have you attended the Taxi Driver/Private Hire Car Driver's Vocational Licence Refresher Course as advised in your Renewal Notice?* Yes No

10. Uploading of medical report or medical memo supporting documents

Note 1: Medical memo will be required if there is any selection in Yes option at Step 11

Note 2: Ensure that the uploaded image is clear and of visible quality and file size must not be >2MB.

HOME MY PORTFOLIO LICENCE APPLICATION LICENSED ENTITIES

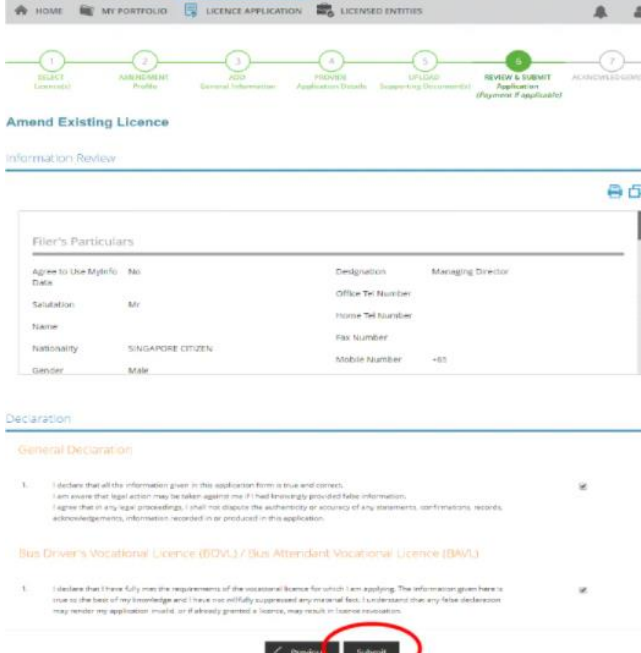
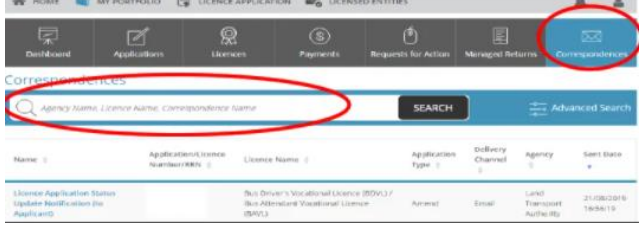
1 SELECT Licence(s) 2 AMENDMENT Profile 3 ADD General Information 4 PROVIDE Application Details 5 **UPLOAD Supporting Documents** 6 REVIEW & SUBMIT Application (Payment if applicable) 7 ACKNOWLEDGE

Amend Existing Licence

Bus Driver's Vocational Licence (BDVL) / Bus Attendant Vocational Licence (BAVL)

Document Name	Type	Attachment	Action
Medical Records*			
Acceptable File Format: pdf, jpg, jpeg, png, xlsx, docx	ONLINE UPLOAD	400 x 514.jpg	upload
Acceptable File Size: maximum - 2 MB			
Medical Memo*			
Memo MUST indicate whether driver is FIT TO DRIVE A PUBLIC SERVICE VEHICLE	ONLINE UPLOAD	400 x 514.jpg	upload
Acceptable File Format: pdf, jpg, jpeg, png, xlsx, docx			
Acceptable File Size: maximum - 2 MB			

< Previous **Next** > Save as Draft Save as Draft & Exit

Steps	Illustration
<p>11. General declaration and submission page</p> <p>Review the information and click on the boxes under Declaration section before clicking on Submit</p> <p>Note: At any point of time, the licence holder can make changes to the application by clicking on Previous button</p>	 <p>The screenshot shows the 'Amend Existing Licence' page. At the top, there is a progress bar with 7 steps: 1. SELECT Licence(s), 2. MANAGE My Profile, 3. ADD General Information, 4. PROVIDE Application Details, 5. UPLOAD Supporting Documents, 6. REVIEW & SUBMIT Application (Payment if Applicable), and 7. ACKNOWLEDGEMENT. The current step is 6. Below the progress bar, the page title is 'Amend Existing Licence' and the sub-header is 'Information Review'. The 'Filer's Particulars' section includes fields for 'Agree to Use My Info', 'Date', 'Designation' (Managing Director), 'Office Tel Number', 'Home Tel Number', 'Fax Number', 'Nationality' (SINGAPORE CITIZEN), and 'Gender' (MALE). The 'Declaration' section has two parts: 'General Declaration' and 'Bus Driver's Vocational Licence (BDVL) / Bus Attendant Vocational Licence (BAVL)'. Each part has a checkbox that is checked. At the bottom, there are 'Previous' and 'Submit' buttons, both of which are circled in red.</p>
<p>12. You will receive email notification when your medical submission is processed. Under Correspondences module, licence holder can search for the notification by keying in the application no</p>	 <p>The screenshot shows the 'Correspondences' page. At the top, there is a navigation bar with icons for Dashboard, Applications, Licences, Payments, Requests for Action, Manager's Returns, and Correspondences. The 'Correspondences' icon is circled in red. Below the navigation bar, there is a search bar with the placeholder text 'Agency Name, Licence Name, Correspondence Number' and a 'SEARCH' button. Below the search bar, there is a table with the following columns: Name, Application's Licence Number (REF), Licence Name, Application Type, Delivery Channel, Agency, and Sent Date. The table contains one row of data: 'Licence Application Status Update Notification (to Applicants)', 'Bus Driver's Vocational Licence (BDVL) / Bus Attendant Vocational Licence (BAVL)', 'Amend', 'Email', 'Land Transport Authority', and '21/08/2019 16:56:19'. The search bar and the first row of the table are circled in red.</p>
<p>13. You will receive a SMS notification once the Medical Submission has been approved (if you had ticked the box under step 7).</p>	