

MINISTRY OF EMPLOYMENT, PRODUCTIVITY & WORKPLACE RELATIONS
PO BOX 2216, GOVERNMENT BUILDINGS, SUVA



Headquarters
Level 4, Civic House
GPO Box 2216, Govt Bldgs
Townhall Road, Suva
Phone: (679) 3303 500

Customer Service Centre
Ground Floor, Civic House
Townhall Road, Suva
Phone: (679) 8925 096 /
8925 097 / 8925 077
Toll Free Line: 1535

Labour Standards Service
Level 2, Post Fiji Building
10 Thompson Street,
Suva
Phone (679) 3314 999 /
3306 372

**National Occupational Health
& Safety and Workers'
Compensation Service**
Level 6, Civic House
Townhall Road, Suva
Phone: (679) 3316 999 /
3303 500

National Employment Centre
Ground Floor, Civic House
Townhall Road, Suva
Phone: (679) 3316 002 /
8925 088 / 8925 075

Mediation Service
Ground Floor, Civic House
Townhall Road, Suva
Phone: (679) 3100 097 /
3100 098 / 3100 093



"DECENT WORK & SUSTAINABLE EMPLOYMENT FOR ALL"

SECOND SCHEDULE
(Regulation 8)

AUTHORIZATION TO OPERATE AN EMPLOYMENT AGENCY OR EMPLOYMENT
BUSINESS

(Regulation 8 (1) of the Employment Relations (Employment Agencies) Regulations 2008)

Date: 02/03/2026

An authorization is hereby being granted in terms of Regulation 9 of the Employment Relations (Employment Agencies) Regulations 2008 to:

Name of authorized person: MD Masudur Rahman of Anchor Care Migration & Recruitment Pte Ltd.

Identity Document Number ERA/EREAR 001/2008;

Address: 90-92 Kennedy Road, Martintar, Nadi

Income Tax registration number: 2901549842

for carrying out the employment agency or employment business described below:

1. Preparation of Visa Applications, Lodgment
2. Passports, Airline Bookings, Ticketing, Processing of Suitable Candidates and Transport to Airport.
3. Related Overseas & Local recruitment activities including advertisement in the newspaper.

From premises situated at: 390-92 Kennedy Road, Martintar, Nadi

Address of premises: 90-92 Kennedy Road, Martintar, Nadi

This authorization is being issued subject to the provisions of Part 5 of the Employment Relations Act 2007, and the Employment Relations (Employment Agencies) Regulations 2008, and to the following special conditions:

1. Compliance to the "PAYMENT OF CASH BOND" between the Ministry of Employment, Productivity & Workplace Relations and Anchor Care Migration & Recruitment Pte Ltd.

Nausori Office
Level 2, Tara Bldg,
Nausori
Phone: (679) 9906 404

Sigatoka Office
Kesuna Bldg, Sigatoka
Solevu Main Street,
Phone: (679) 6500 977

Nadi Office
Level 3, Jagdish Gosai Bldg
Namaka, Nadi
Phone (679) 6702 429

Nadi Customer Services
Level 1, Govt Bldg
Koroivolou Lane, Nadi
Phone: (679) 6702 429

Lautoka Office
Level 1, Tavaiqia House
Tavewa Avenue, Lautoka
Phone: (679) 6660 305

Ba Office
Level 2, Ratu Raobe Bldg
Jaduram Street, Labasa
Phone: (679) 6674 732

Labasa Office
Vunilagi Bldg
Main Street, Savusavu
Phone: (679) 8811 643

Savusavu Office
Level 1, Koronubu House
Koronubu Street, Ba
Phone: (679) 8923 370 /
9904 477 / 9982 467

2. Anchor Care Migration & Recruitment Pte Ltd to submit quarterly updates of its registration, recruitment and employment placement services to the Ministry of Employment, Productivity & Workplace Relations.
3. Anchor Care Migration & Recruitment Pte Ltd must ensure that Employment contract for their clients for overseas employment is attested by a Labour Officer before a Worker leaves Fiji.
4. The Renewal of the authorization shall be submitted to Permanent Secretary 3 months prior from the date of expiry of this authorization.
5. Anchor Care Migration & Recruitment Pte Ltd is not authorised to do recruitment of workers for Pacific Australia Labour Mobility (PALM) program for Australia and Recognised Seasonal Employer (RSE) program for New Zealand, (these programs are managed by National Employment Centre of Ministry of Employment, Productivity and Workplace Relations).
6. Compliance to the various requirements under the Employment Relations Act 2007 and the Employment Relations (Employment Agencies) Regulations 2008.

The authorized person shall be required to display a copy of this authorization and of the Employment Relations (Employment Agencies) Regulations 2008 in a place on the premises where they can be easily seen and read by the persons who resort to the premises.

This authorization shall be valid for a period of one year from ... *02/03/* 2026.



[JONE MARITINO NEMANI]

PERMANENT SECRETARY FOR EMPLOYMENT, PRODUCTIVITY & WORKPLACE RELATIONS.

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