

**Notice on Further Improvement of Online Approval for Foreigner's Work  
Permit in China (Version 3.0) and Optimization of Matters Related to  
Foreigner's Work Permit in Shanghai**

To whom it may concern,

In accordance with the provisions in *Opinions Concerning the Talent-driven Development Strategy of Shanghai in the New Era* released by CPC Shanghai Municipal Committee and Shanghai Municipal Government, the matters related to online approval (version 3.0) are hereby specified based on the measures introduced during the pandemic, in order to further improve the business environment in Shanghai, the quality of service windows for foreigners working in China, and online approval for Foreigner's Work Permit, and to facilitate the handling of Foreigner's Work Permit by employers and foreign talents.

**1. Reinforce matters related to online approval during the pandemic**

Application procedure specified in Article 1 of the *Notice on the Implementation of Online Approval Process for Matters related to Foreigner's Work Permit in Shanghai* released during the pandemic shall be normalized and reinforced. Specifically, the application for the Notification Letter of Foreigner's Work Permit (Categories B/C), the extension of Foreigner's Work Permit (Categories B/C), and all procedures of cancellation shall be handled online by the Employer based on the commitment system, without submitting any paper documents onsite for verification. For foreign high-end talents(Category A), the application for such matters as the Notification Letter of Foreigner's Work Permit, the extension of Foreigner's Work Permit, the change of Foreigner's Work Permit shall follow the original process, without

submitting any paper documents onsite for verification.

**2. Simplify online approval process and shorten the approval period by two working days**

Regarding the matters related to online approval specified in the above paragraph (item 1), the original approval period shall be shortened by two working days without handling by the Employer at the windows onsite.

**3. Extend the valid period of work permit for Foreign High-end Talents (Category A) to a maximum of five years**

To raise the expectation of foreign talents working in Shanghai, the valid period of work permit for Foreign High-end Talents (Category A) shall be extended to a maximum of five years based on the period of their contract and that of other related documents. For those through commitment that the average salary of the year will be 6 times or more of the local social average salary the previous year, the valid period of their first work permit shall not exceed one year. Their extension shall be granted when their tax payment certificates are verified and approved. Otherwise, they may supplement relevant documents for handling at a lower level, or their work permits may be cancelled, and this will be included into the credit management system.

**4. Extend the valid period of work permit for foreign professionals (Category B)**

Foreign Professionals (Category B) may be granted a Foreigner's Work Permit with a maximum valid period of two years based on their contract period and their employer's license. For those through commitment to four times of salary, the valid period of their first work permit shall not exceed one year. Their application for extension shall be granted when their tax payment certificates are verified and approved. Otherwise, their work permits may be cancelled, and this will be included

into the credit management system.

If they have already twice handled their Foreigner's Work Permit (one application and one extension) without changing their employers, when they again apply for extension, i.e., the third time, the valid period of their Foreigner's Work Permit may be extended to two years based on the contract period.

#### **5. Simplify application documents for change of employers in Shanghai**

In case of change of employers by foreigners who work legally in Shanghai, when their occupation remains the same and they are still in China (within 1 month if their work-type residence permit is cancelled), the new employers shall not need to submit a certificate of no criminal record, certificate of physical examination, or work qualification certificate when applying for a Foreigner's Work Permit in Shanghai.

#### **6. Facilitate the flow of personnel within the group**

In the case of change of employers due to flow of personnel between subsidiaries of a group, when the occupation of the foreigners remains the same and they are still in China (when their work-type residence permit remains valid, or within 1 month after their work-type residence permit is cancelled), the new employers shall not need to submit a certificate of no criminal record, certificate of physical examination, academic certificates, or work qualification certificate when applying for a Foreigner's Work Permit in Shanghai. When the group issues relevant certificates, they may choose online approval, without submitting any paper documents onsite for verification.

This notice shall be effective upon issuance.

Science and Technology Commission of Shanghai Municipality  
(Shanghai Administration of Foreign Experts Affairs)

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