

CHECK-LIST FOR DEAD CASES

If spouse is alive:

1. Consent letter of spouse.
2. Passport copy of the deceased (front, back and visa).
3. Passport copy of spouse (front, back, visa)/ Aadhar card (front & back)/ family card (front & back).
4. If spouse is Malaysian national, copy of IC (front & back).
5. Marriage certificate.
6. JPN death certificate and hospital burial permit.
7. Authorized person ID (IC or Passport).

If spouse died:

1. Consent letter from child (if no child, parent's consent letter).
2. Passport copy of the deceased (front, back and visa).
3. Passport copy of child (front, back and visa)/ Aadhar card (front & back)/ family card (front & back).
4. If child is Malaysian, IC copy.
5. Birth certificate.
6. Spouse's death certificate.
7. JPN death certificate and hospital burial permit.
8. Authorized person ID (IC or Passport)

If deceased is not married:

1. Consent letter from parent (if parent are not alive, sibling(s) can give Consent letter provided death certificate of the parent are enclosed).
2. Passport Copy of the deceased (front, back and visa).
3. Passport Copy of parent/sibling(s) (front, back and visa).
4. Family Card (front & back).
5. Aadhar card (front & back).
6. JPN death Certificate and hospital burial permit.
7. Authorized person ID (IC or Passport)

* In the consent letter, the details of the person who is collecting the documents from the HCI, KL should be clearly mentioned.

* For suicide/pending laboratory/accident cases, a letter from the concerned Police Station is required.

* An undertaking from the respective Company is required for legal worker(s).

For further queries, please send an email to labour5.kl@mea.gov.in or call at +6 03 4024 8000 with subject-Death of _____ (name of the deceased) in a single PDF.

After carefully scrutinizing the supporting documents, relevant certificates will be issued to the authorized person only (Duration- 3/4 working days).