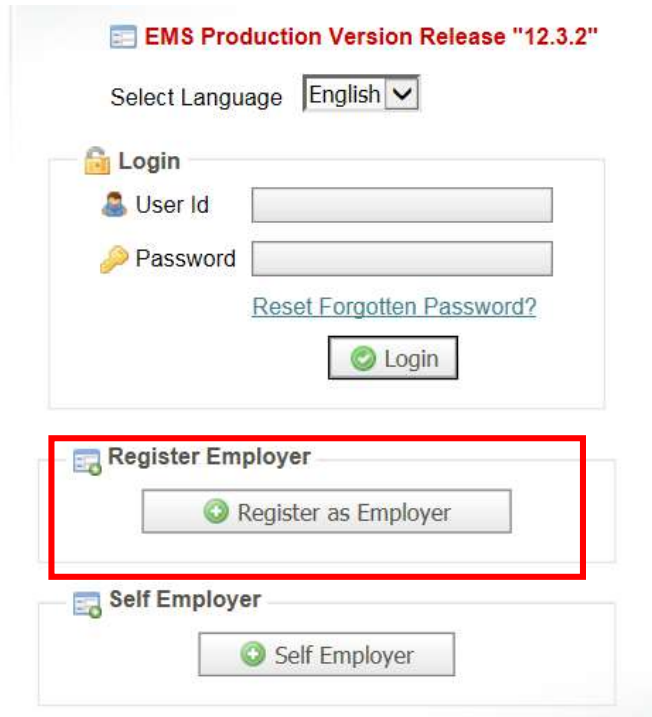


تسجيل منشأة جديدة - New Establishment Registration

أولاً: يجب استخدام خاصية "Register as Employer" في صفحة الدخول لنظام العمالة الوافدة.

First: Use "Register as Employer" button in Expatriate Management System Login page.



EMS Production Version Release "12.3.2"

Select Language English

Login

User Id

Password

[Reset Forgotten Password?](#)

Login

Register Employer

Register as Employer

Self Employer

Self Employer

تسجيل منشأة جديدة - New Establishment Registration

1. الخطوة الأولى: يجب ملئ الخانات المبينة أدناه.

1. Step 1: User should fill the below fields.



Labour Market Regulatory Authority

Expat Management System

Welcome U.S.A. | Today's Date: 2/4/2018 | Home | Logout | Help

Employer Registration

Sponsor Type * **1** CR No. - [Example: 7023-01] **3**

General Registration Details

Company Name	Company Status	Company Type

تسجيل منشأة جديدة - New Establishment Registration

2. الخطوة الثانية: يجب ملئ البيانات المتبقية.

2. Step 2: User should fill the other fields.

Sponsor Type * COMMERCIAL		CR No	Search	
General Registration Details				
Company Name	[Redacted]		Company Status	Active
MOIC Sponsor Address Information		Company Type	Individual Establishment	
Building No	[Redacted]	Flat No		Block No
Road Name	[Redacted]	P.O. Box		Town
If LMRA address is same as MOC address, please check		<input type="checkbox"/>		
LMRA Sponsor Address Information				
Building No *	[] - []	Flat No	[]	Block No *
(Example : 507 - A)				Road No *
Road Name	[]	Town *	[]	Telephone *
Fax	[]	P.O. Box	[]	E-Mail
Other Information				
Preferred language for communication *	English	Communication *	<input type="checkbox"/> Email <input type="checkbox"/> Printed Letter <input type="checkbox"/> SMS <input type="checkbox"/> FAX	
Electricity Account No	[]	Pay by cheque?	<input type="checkbox"/>	
Entity head and activity information				
View or Add Owners			Activity List	
Register Responsible Person				
CPR Number *	[] Search	Nationality *	-- Select One --	Passport Number *
First Name *	[]	Second Name	[]	Third Name
Fourth Name	[]	Fifth Name	[]	Last Name *
Flat No	[]	Block No	[]	Road No
Town	[]	Telephone *	[]	Mobile
P.O. Box	[]	E-Mail	[]	Fax
Gender	-- Select One --			
Partnership Percent	[]	Partnership Amount	[]	
Authorized Person				

تسجيل منشأة جديدة - New Establishment Registration

Partnership Percent		Partnership Amount							
Authorized Person									
CPR Number*									
Search									
First Name *	Second Name	Third Name	Fourth Name						
Fifth Name	Last Name *	Building No.	Fiat No.						
Block No	Road No	Road Name	Town						
Telephone*	Mobile	Fax	P.O. Box						
E-Mail	Agent CR	Role*	Nationality *						
Gender	Occupation								
Add Authorized Person									
Authorized Persons List									
#	CPR	Name	Agent CR	Phone	Mobile	Fax	E-Mail	Role	Create Account
				Upload Documents	Submit Registration	Reset	Close		

تسجيل منشأة جديدة - New Establishment Registration

3. الخطوة الثالثة: يجب ارفاق المستندات المطلوبة.

3. Step 3: User should upload the required documents.

This person already have an active account in LMR

Partnership Percent Partnership Amount

Authoriz...
CPR Nu...

First Nar...
Fifth Nar...
Block No...
Telephon...
E-Mail...
Gender...

Authoriz...
CPR...
 8604...

mobile... Fax... E-Me...
9999999... SAF...

9 Upload Documents Submit Registration Reset Close

LMR-IT EMS - Upload Documents - Internet Explorer

Note: Please activate the Activex control above. Otherwise, you won't be able to upload the documents.

ActiveX control help

Attach Files:

Select	Document name	Preview Uploaded Document	Browse For Document
<input type="radio"/>	Registration Forms * (Size should not be more than 3072.000 KB):		<input type="text" value="10"/> Browse... Scan

11 Upload Delete Save & Close 12

تسجيل منشأة جديدة - New Establishment Registration

4. الخطوة الأخيرة: تقديم الطلب والحضور لمبنى هيئة تنظيم سوق العمل أو أحد المكاتب الخارجية للهيئة والتي تقدم خدمة تسجيل المنشآت.

4. Step 4: Submit the request and then visit LMRA or any LMRA external offices that provides the Establishments registration service.

Agent CR	Phone	Mobile	Fax
Upload Documents		Submit Registration	Reset Close

13



Sponsor Registration Confirmation	
Thank you for using our online services for online registration, kindly, attend to LMRA to complete your registration process.	
نشكر استخدامكم خدماتنا الإلكترونية لتسجيل السجلات التجارية والوحدات، الرجاء الحضور لمقر الهيئة لاستكمال عملية التسجيل	
Your application has been successfully submitted to LMRA	
CR number	075040140
CR name	Business Unit for Distribution of pharmaceutical samples
Submission Date	24/7/2016
Print Close	

تسجيل منشأة جديدة - New Establishment Registration

For more information please visit LMRA website by clicking on the below link:

لمزيد من المعلومات الرجاء زيارة الموقع الإلكتروني لهيئة تنظيم سوق العمل وذلك من خلال الضغط على الرابط التالي:

<http://lmra.bh/portal/ar/page/show/130#.V5R4xk1f2Uk>