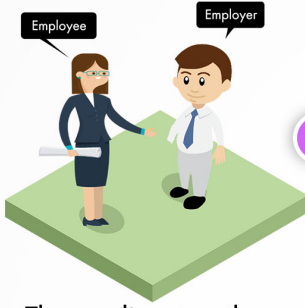


STEP BY STEP WORK PERMIT APPLICATION

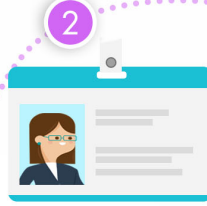
FOREIGNERS UNDER INTERNATIONAL PROTECTION



1

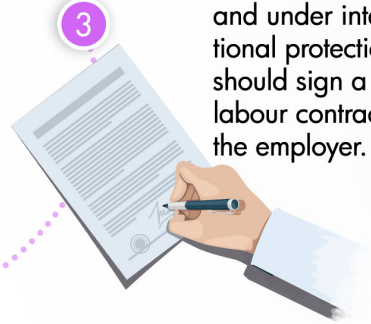
Identity cards of a refugee or secondary protection status-bearer shall supersede the work permit and this shall be written in the identity card. There is no need to make another application to obtain the working permit to the ministry.

The applicant or the contingent refugee may make an application to obtain work permit after six months from international protection application date.



2

The identity card must be valid for at least 30 days after the submission of the documents.



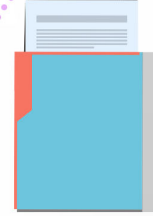
3

Foreigners meeting these requirements and under international protection should sign a labour contract with the employer.



4

Employer signs up for a user account on www.turkiye.gov.tr and enter the information about the foreigner under international protection and upload necessary documents.



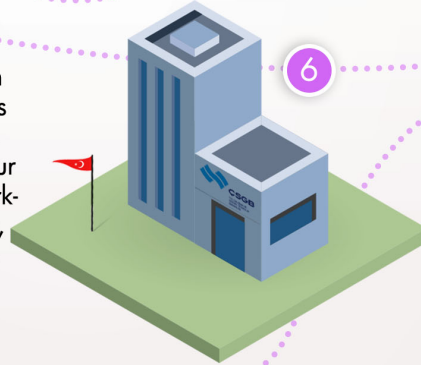
5

Upon completion of the initial application submission, print out of the documents should be signed both by the employer and the employee. Unless either of the parties are able to sign, wet signed labour contract should be added in the application file.

In the case that the permit is confirmed as a result of either an online or written application, work permit fees shall be requested. After the payment into the concerning account number, the applicant may start working for the employer.

7

The application form and other documents must be delivered to the Ministry of Labour within at most 6 working days. Otherwise, the entire procedure must be repeated!



6

8

The employer shall notify the Social Security Institution about the insurance entrance of the employee. Premium payments shall be made based on the charges declared to the Ministry of Labour and Social Security.

International protection bearer or foreigners within the scope of conditional refugee program to work for seasonal agriculture and husbandry activities should apply to the Provincial Labour and Employment Agency in the city in which they are registered. The Provincial Agency will enter the foreigner into the registry to initiate the work permit exemption process. In the case an application is approved, the Provincial Agency will issue the exemption information form and deliver it to the foreigner.

Employee Wages cannot be lower than the legal minimum wage.

Refugees or secondary protection status bearers may work dependently or independently as of the acquisition of the status. Provisions of the concerning regulations regarding the jobs and occupations which foreigner cannot perform are reserved.

You are now insured and work permit bearer. You are safe!

You can now employ your employee safely!

The wage that will be paid to the foreigner cannot be under minimum wage.



FOREIGN
LABOUR INFO
PLATFORM

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GENEL MÜDÜRLÜĞÜ



International Organization for Migration (IOM)
Uluslararası Göç Örgütü



İngiltere
Büyükelçiliği
Ankara