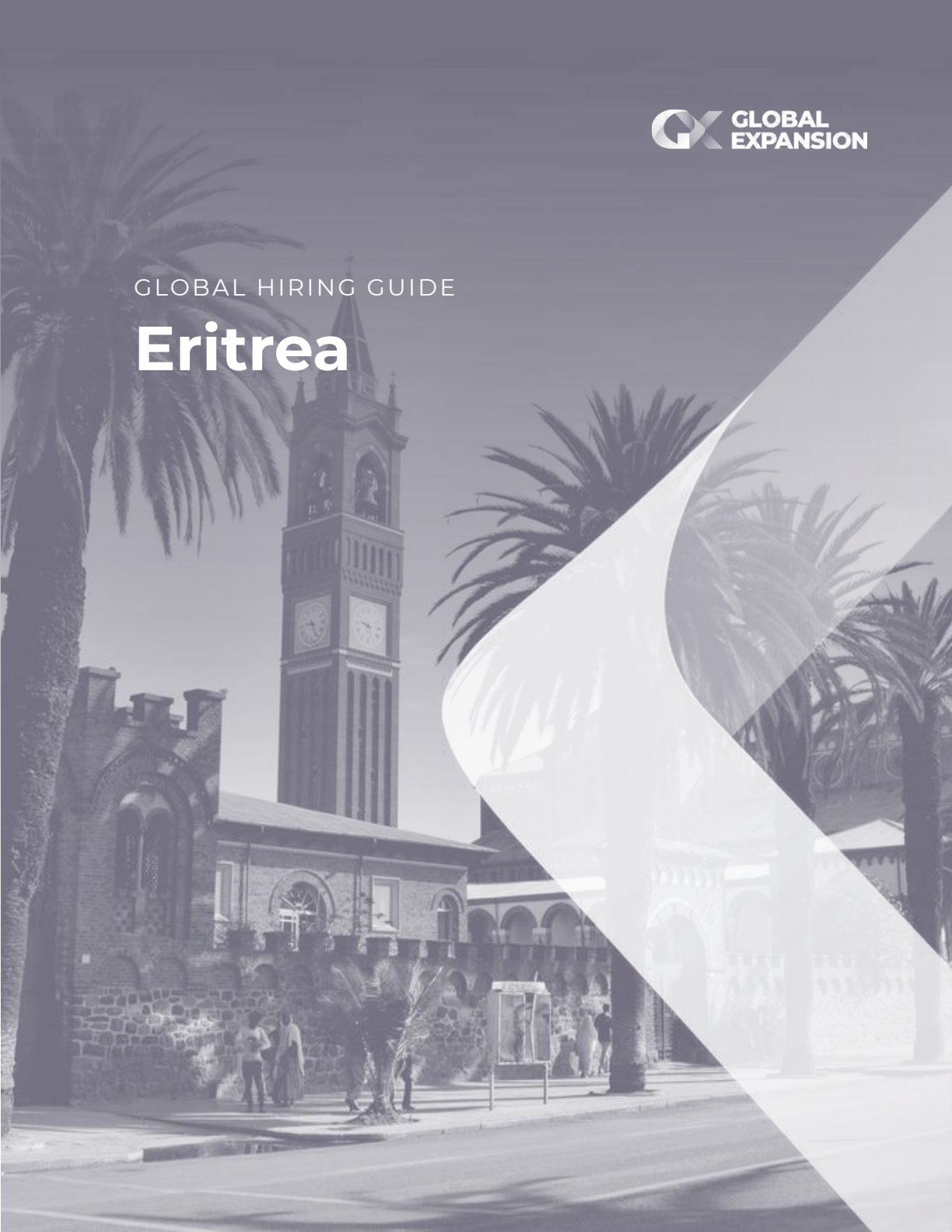


GLOBAL HIRING GUIDE

Eritrea





GLOBAL HIRING GUIDE

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01

BASIC COUNTRY FACTS

— **Full Name**

State Of Eritrea

— **Capital**

Asmara

— **Main Languages**

Tigrinya

Beja

Tigre

Kunama

Saho

Bilen

Nara

Afar

— **Population**

3.62 Million

— **Monetary Unit**

Eritrean Nakfa

— **Internet Domain**

.er

— **International Dialing Code**

+291

— **Currency**

Eritrean nakfa



02

STATUTORY LABOR REQUIREMENTS

Probation Period

- Probation period is 3 months.

Annual Leave

- An employee shall be entitled to annual leave with pay amounting to:
 - fourteen working days for the first year of se and fourteen working days plus one
 - working each additional year of service.
- Annual leave may not exceed thirty-five working

Public Holidays

1. New Year's Day
2. Timkat
3. International Women's Day
4. Labor Day
5. Independence Day
6. Martyrs' Day
7. Revolution Day
8. Christmas Day

Maternity Leave

- A pregnant employee shall be entitled to sixty consecutive days of paid maternity leave beginning from the next day of- her delivery.

- She may, however choose to take her maternity leave in two parts, one preceding her presumed confinement and the other after her delivery.

Paternity Leave

- There is no statutory paternity leave.

Sick Leave

- Where an employee, after having completed his probation, is rendered incapable to work owing to sickness resulting other than from an employment injury, lie shall be entitled to sick leave.
- The leave may not exceed six months counted consecutively or separately in any twelve-month period starting from the first day of the employee's sickness.
- The period of sick leave shall be granted in the following manner:
 - the first month with 100% of wages;
 - the next 2 months with 50% of wages;
 - the next 3 months without pay.

Work Hours

- Regular hours of work may not exceed eight hours a day and 48 hours a week.

Overtime

- An employee who works overtime between six o'clock in the morning and ten o'clock in the evening shall be paid at the rate of one and a quarter (2/2) multiplied by the regular hourly rate.
- For overtime work from ten o'clock in the evening up to six in the morning, he shall be paid at the rate of one and one half (1.5) multiplied by the regular hourly rate.
- An employee who works overtime on a weekly rest day shall be paid at the rate of two (2) multiplied by the regular hourly rate.
- An employee who works overtime on public holidays shall be paid at the rate of two and one half (2 1/2) Multiplied by the regular hourly rate.

Notice Period

- Unless specifically provided for in a contract of employment, the period of notice for termination both for the employer and the employee shall be as follows:
 - seven days' notice for a contract of employment which lasted for less than a year;
 - fourteen days' notice for a contract of employment which lasted for one year up to two years;
 - twenty-one days' notice for a contract of employment which lasted for more than two years up to five years; and
 - thirty days' notice for a contract of employment which lasted for more than five years.

Severance

- An employee who has completed a year of service or more shall, upon the termination of his employment, be paid severance pay by the employer as follows:
 - two weeks' wages for each of the first five years of employment;
 - three weeks' wages for each year of employment after the fifth year up to and including the tenth year; and
 - four weeks' wages for each year of service after the tenth year.
- The severance pay of an employee who has served for less than a year shall be calculated at the rate of two weeks' wages per annum.

13th Month

- 13th month pay is not mandatory.

03

INCOME TAX

- Income tax on employment is tax withheld monthly by employers on salaries, allowances, pension contributions, and other benefits and personal emoluments (cash and in kind)
- Income tax on commercial farming is annual tax levied on taxable income of commercial farms, payable within four months after the end of the fiscal year for all taxpayers.
- Income arising from employment is taxed at a progressive rate ranging from 2% to 38%
- Residents are taxed on their worldwide income
- Nonresidents are taxed on their income arising from Eritrea
- Income tax on Eritreans working abroad is taxed at 2%

EMPLOYMENT INCOME	
TAXABLE INCOME (NAFKA PER MONTH)	RATE (%)
Up To 200	2
201 – 500	7
501 – 1,200	12
1,201- 2000	17
2,001 – 3,500	24
3,501 – 5,500	29
5,501 – 8,000	34
Over 8,000	38

04

SOCIAL SECURITY

Social Security

- Eritrea has not introduced a social security system yet.

05

IMMIGRATION

Immigration

- Eritrea offers tourist visas for foreigners intending to visit for a short period of time
- The following documents are necessary for a tourist visa:
 - Valid passport
 - Completed visa application form
 - Proof of vaccination for yellow fever
 - Two passport size photos
 - Proof of sufficient funds
- Tourist visas are issued for single entry only.
- The validity of the visa is based on the consulate's discretion.
- Business visas are issued to foreigners visiting Eritrea for business purposes
- The following documents are required for a Business Visa:
 - Valid passport
 - Completed visa application form
 - Proof of vaccination for yellow fever
 - Two passport size photos
 - Proof of sufficient funds
 - Business Cover Letter
 - Proof of Travel Arrangements
- Business visas are issued for single or multiple entries based on applicant's request and consular fee paid.
- Multiple entry visas are usually valid for 3 months, 6 months, or 1 year.



TYPE OF VISA/PERMIT	DOCUMENTATION	VALIDITY	ELIGIBILITY
<p>Tourist Visa</p>	<ul style="list-style-type: none"> • Valid passport • Completed visa application form • Proof of vaccination for yellow fever • Two passport size photos • Proof of sufficient funds 	<p>Based on consulate's discretion</p>	<ul style="list-style-type: none"> • Tourist visas are issued to foreigners intending to visit for tourist purposes
<p>Business Visa</p>	<ul style="list-style-type: none"> • Valid passport • Completed visa application form • Proof of vaccination for yellow fever • Two passport size photos • Proof of sufficient funds • Business Cover Letter • Proof of Travel Arrangements 	<p>Multiple entry visas are usually valid for 3 months, 6 months, or 1 year</p>	<ul style="list-style-type: none"> • Business visas are issued to foreigners visiting Eritrea for business purposes

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VALUE ADDED TAX

Value Added Tax

- Value added tax is normally called sales tax, and is levied on the supply of taxable goods and services and upon the importation of taxable goods and services.
- VAT rate ranges from 5% to 10%

VAT	
Rate	5% to 10%

07

TERMINATION

- Unless specifically provided for in a contract of employment, the period of notice for termination both for the employer and the employee shall be as follows:
 - seven days' notice for a contract of employment which lasted for less than a year;
 - fourteen days' notice for a contract of employment which lasted for one year up to two years;
 - twenty-one days' notice for a contract of employment which lasted for more than two years up to five years; and
 - thirty days' notice for a contract of employment which lasted for more than five years.
- An employee who has completed a year of service or more shall, upon the termination of his employment, be paid severance pay by the employer as follows:
 - two weeks' wages for each of the first five years of employment;
 - three weeks' wages for each year of employment after the fifth year up to and including the tenth year; and
 - four weeks' wages for each year of service after the tenth year.
- The severance pay of an employee who has served for less than a year shall be calculated at the rate of two weeks' wages per annum.

08

STATUTORY BENEFITS

- These are mandatory benefits as postulated by law
- These include probationary period, annual leave, public holidays, sick leave, maternity leave, overtime pay, notice period, and severance pay
- Statutory benefits also include social security benefits

STATUTORY BENEFITS

- Probationary Period
- Annual Leave
- Public Holidays
- Maternity Leave
- Sick Leave
- Overtime Pay
- Notice Period
- Severance Pay
- Social Security Benefits





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