



Ministry of Commerce, Industry and Labour
Matagaluega o Pisinisi, Alamanuia ma Leipa



PUBLIC NOTICE

The public, businesses, organisations and employers are hereby advised on key requirements pertinent to employing non-citizens in Samoa in accordance with the Labour and Employment Relations Act 2013.

1. All non-citizens must have a valid Employment Permit issued under the authority of the Ministry of Commerce, Industry and Labour (MCIL) if employed for more than 3 months.
2. The non-citizen must only work in the occupation applied for.
3. Employers are not allowed to poach or employ non-citizens while his/her Contract of Employment exists with another employer.
4. The non-citizen must carry at all times the permit Identification Card issued by MCIL.
5. Upon the cessation of the employment arrangement, the permit is subject to cancellation and the non-citizen must leave the country, or under exceptional circumstances apply for a new permit to continue working in Samoa.
6. It is the responsibility of the employer to notify MCIL on early termination of the permit holder's employment.
7. Once an Employment Permit is issued, Immigration Services will then issue a temporary residence visa.

If a non-citizen and/or an employer are found to have breached the above conditions, your employment permit will be considered for revocation, and the Immigration Services will be advised of such.

Members of the public are advised to report any cases on non-citizens working without a valid employment permit.

For further information, please do not hesitate to contact the Employment Permit team on telephone numbers (+685) 20441/20442.

Thank you for your cooperation.

Peseta Margaret Malua
CHIEF EXECUTIVE OFFICER