

Work Permit for Foreigners

Training and Foreign Citizen Employment Managing Directorate

Ministry of Labor and Social Affairs

Old Macroraian in front of Block No. 23

Telephone number: 0752001299

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Documents required:

1. Passport of the worker's home country from the worker.
2. Afghan visa from an Afghan Embassy abroad.
3. Company license of the company employing the worker.
4. AISA or MoCI confirmation of this license.

This process takes from a half day to three days. It requires three signatures to complete, the final signature being that of the Deputy Minister of Labor and Social Affairs. This permit is issued only for one year and needs annual renewal. The renewal process and fees are the same as for the initial process.

Cost (fees) Afs. 2,500

Step by step process of acquiring the license.

1. The individual's passport, contract, visa, and his employing company's license or other documentation, and, if necessary, AISA's or MoCI's confirmation letter are submitted to the MoLSA and reviewed.
2. A payment tariff to the bank is given to the applicant. He/she is guided to the bank to pay the fees.
3. When payment is done at the bank, the license (or its renewal) is provided.
4. Registration takes place and after the signature of the Deputy Minister is given, the work permit is issued to the foreigner.

Note:

- Company's document is a document which indicates the identity of the company. Where the identity of a company is unclear or the company is not well known enough, then confirmation of AISA will be needed.

- Confirmation of AISA means the registration of company with AISA.
- The foreign employee's tax obligation goes with the employing company which will be in accordance to the income tax or wages withholding laws.
- Companies such as ASI or other similar institutions that are not operating in investment or in industries do not need AISA's confirmation. Only the certification of those organizations wherein these institutions work in is enough.