

REPUBLIC OF LIBERIA  
MINISTRY OF LABOR

REVISED REGULATION  
NO. 17  
CONCERNING EMPLOYMENT/  
WORK PERMITS

2025

August-----2025

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## Regulation concerning Employment Permits

The Ministry of Labour, according to Chapter 7, Section 7.1 and Chapter 45, Section 45.9 respectively, of the Decent Work Act (DWA), which authorize the Ministry, by and through the Minister, to issue regulations and set conditions for the employment of foreign workers in Liberia, hereby issues this regulation.

### Section 1.

That, except otherwise provided by Law, all aliens must obtain work permits from the Ministry of Labour, as required by Chapter 45, Section 45.1 of the Decent Work Act (DWA), as a precondition for employment in Liberia.

Work permits shall be valid for one calendar year, from the date of issuance and shall be reviewed annually, with the Minister reserving the right not to renew a work permit, except, however, that:

- a) An alien worker may qualify for a work permit for three (3) years, provided s/he can demonstrate that s/he would be continuously employed during the three (3) year period and that the business is legal; or
- b) An alien worker may qualify for a work permit that is valid for five (5) years, provided that s/he demonstrates that at least one of the following conditions is met:
  - i. That s/he has had no criminal conviction for at least three (3) years of stay in Liberia, before the application;
  - ii. That s/he is one of the principal partners of an investment in Liberia, with a value of not less than US\$5,000,000.00 (five million);
  - iii. That s/he has been married to a Liberian for three or more years, immediately before the application;

## **Section 2.** Fees levied for employment permits

The following categories of aliens shall be required to pay fees for the issuance of permits as follows:

**Category A:** All aliens who seek employment in the formal sector, i.e. institutions, corporations, partnerships, other entities and self-employed aliens shall pay a fee of US\$3,000 (Three Thousand United States Dollars).

**Category B:** ECOWAS Citizens who seek employment in the informal sector shall pay a work permit fee of US\$150.00 (One Hundred and Fifty United States Dollars).

**Category C:** Non-ECOWAS Africans who seek employment in the informal sector shall pay a fee of US\$300.00 (Three Hundred United States Dollars) for a work permit.

**Category D:** Aliens who enter into a written contract, bilateral or otherwise with the Government of Liberia to perform services for the government and aliens employed by a reputable religious or humanitarian organizations, other than not-for-profit ventures, as well as aliens married to resident Liberian citizens shall register with the Ministry of Labour and obtain an employment permit at US\$250.00 (Two Hundred and Fifty United States Dollars).

**Category E:** Aliens exempted from obtaining employment permits shall comprise employees of accredited diplomatic missions to Liberia, the United Nations Mission in Liberia, Specialized organs of the United Nations, World Bank, International Monetary Fund (IMF), African Development Bank, and other institutions recognized by the Ministry of Foreign Affairs to have diplomatic status.

**Category F:** Also exempted are: Physicians (doctors), pharmacists, forensic experts, aliens belonging to paramedical professions for which, according to the Ministry of Health, the number of trained Liberians is inadequate. Science and vocational education teachers, as well as teachers of courses identified by the Ministry as courses for which there is an inadequate supply of Liberian teachers, university professors exclusively engaged in teaching and research,

interns and volunteers working with the Government of Liberia or with educational or health care institutions, refugees with LRRRC identification cards. Employers of exempted aliens not having diplomatic status are required to submit to the Ministry of Labour evidence of the academic qualification(s) of such alien employees. Also, such aliens shall pay a minimum fee of US\$ 200.00 (Two Hundred United States Dollars) for their work permit booklets.

### **Section 3.**

No permit shall be issued to non-African aliens to work in the informal sector. Additionally, no permit shall be issued to any alien to engage in any of the businesses set aside by law exclusively for Liberians.

#### **Section 3 (a)**

All employers employing/hiring alien employees must submit their quarterly payroll to the Ministry of Labour for verification. Additionally, relevant staff members authorized by the Minister of Labour shall have full access to all employment records of all entities operating in the Republic of Liberia. Any employer who fails to comply with this subsection shall pay a fine of US\$ 1, 000.00 (One Thousand United States Dollars) for each case of non-compliance.

### **Section 4 Penalty**

#### **Section 4 (a)**

An employer who employs an alien who does not have an employment work permit in the informal sector shall pay a fine of US\$1,000.00 (One Thousand five Hundred United States Dollars) for being an unlawful employer and US\$500.00 (Five Hundred United States Dollars) for the unlawful employee.

#### **Section 4 (b)**

Any formal sector employer who employs an alien who does not have a work permit and is not exempted shall pay a fine of US\$3,500.00 (Three Thousand five Hundred United States Dollars) for the employer and US\$1,500.00 (One Thousand five Hundred United States Dollars) for the unlawful employee. All payments under this Regulation shall be made at the Liberia Revenue Authority (LRA).

## Section 5 Reciprocity

In compliance with Chapter 45, Section 45.1(d), the Minister reserves the right to withhold permits in respect of nationals of any country that do not accord at least equal reciprocal rights in employment to Liberians. The Ministry also reserves the right to revoke any work permit obtained based on misrepresentation, fraud, material change of circumstances or acts incompatible with the status of the alien, in relation to the Decent Work Act.

## Section 6: Condition precedent for employing aliens

Except as otherwise provided by law, an employer who seeks to employ an alien must first convince the Ministry of Labour that he/she cannot find a suitable Liberian for an existing vacancy, by showing proof of publication of information regarding such vacancy for at least one month, in at least two local newspapers and on two local radio stations, as well as on two Liberian websites. Additionally, such an employer should obtain a certificate from the Ministry of Labour as proof of the non-availability of a suitable Liberian. Until such proof is shown, the Ministry of Labour shall, consistent with Chapter 45, Section 45.1(c)i of the DWA, not issue a work permit to an alien, even if such alien has a resident permit.

All aliens seeking a work permit are required to submit a written application to the Ministry of Labour from 8:00 A.M. to 4:00 P.M. from Monday to Friday.

**THIS REGULATION SUPERSEDES ALL OTHER REGULATIONS REGARDING THE ISSUANCE OF WORK PERMITS AND SHALL TAKE EFFECT UPON ISSUANCE.**

ISSUED UNDER MY HAND

THIS 6<sup>th</sup> DAY OF August 2025

(signed) \_\_\_\_\_



Hon. Cllr. Cooper W. Kruah, Sr.  
Minister of Labour