



Independent State of Papua New Guinea

DEPARTMENT OF LABOUR AND INDUSTRIAL RELATIONS
(Office of the Secretary)

Important Notice to all Stakeholders, Employment agents, Clients and General Public
Foreign Employment Division – Work Permits
Shut Down Period

End of year closure

The Foreign Employment Division office will be closed to the public from Friday, 24th December 2021 and will reopen to clients on Wednesday, 12th of January 2022.

New Work Permit Application

No new Work Permit applications will be accepted after Close of Business, Friday 19th of November 2021.

The Department encourages all employers who are considering submitting new applications in the near future to finalize their recruitment process and submit their new work permit applications by Friday 09th of November 2021. This is to give sufficient time for the office to process and issue work permits for the year 2021.

The Division will re-open for normal client service on Wednesday 12th January 2022.

Renewals

Employers who wish to renew the work permits of current Non-Citizen Employees should take note of the following:

- **Renewal applications must be lodged three (3) months prior to the work permit expiration date. So, if you have renewal application (s) which are due in November and December 2021, bring it to the Department as soon as possible for processing.**

Co-operation required

The Department seeks your cooperation to ensure that all new Work Permits are lodged by COB, Friday 19th November 2021 and also ensure that all renewal applications for the month of November/December 2021 and January 2022 to be lodged with Foreign Employment Division Office before 24th December 2021.

For further information please contact:

The acting Executive Manager, Employment Promotion & HRD: Mr. Sailas Bokowi on email: sbokowi@workpermits.gov.pg and

The Acting Divisional Manager, Ms. Lucy Hembendi on email: lhembendi@workpermits.gov.pg

Yours faithfully


George Taunakekei (Mr)
Acting Secretary

Decent Work for all, freely chosen, in human dignity