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Labour E-Contract



On 13 December 2016, the Ministry of Administrative Development, Labor and Social Affairs (MADLS) of the State of Qatar launched the E-Contract system, whereby it targets all the new labor contracts regardless whether the work force resides within the State of Qatar or abroad. In addition, the E-Contract system aims to connect all the concerning government entities such as MADLS, the Ministry of Interior and Embassies through a unified data base related to the labor workforce including their Personal information, and the employer's information, as well as their entitlements and benefits.

MADLS has provided in its website a link under the electronic services of the recruitment department called the "Multilingual E-Contract system"; the employer is required to register the company or establishment in the account of the website in order to use the E-Contract system, whereas the employer shall use the establishment recorded number to access to the services of the E-Contract system which includes the registration of the contracts, follow-up of its status as well as other services provided by the E-Contract system in the website. Upon commencing to register a new employment contract, the employer shall be required to access to the E-Contract system in the website, then to fill in the required fields, which are designated to insert certain information related to the employment contract, and at the end of this process the final draft of the employment contract will emerge for perusal.



The E-Contract includes all the basic provisions related to the employer and the employee rights, duties and benefits, and includes initially the provisions required by article (38) of the Qatari labour law number (14) of 2004, such as the name of the employer, place of work, name of the worker, nationality of the worker, profession of the worker, place of residence of the worker, and other necessary information to verify the identity of the worker. Also, the contract stipulates that the employer shall be responsible to bear his duties for the disbursements of the travel to destination of the working place in the State, and the disbursements related to the worker returning to his home Country as well as the traveling disbursements during his due leave. With regard to the accommodation status, the contract requires either to provide a suitable free of charge accommodation to the worker in accordance with the relevant ministerial decisions, or to grant the worker a housing allowance. With regard to the transportation, the contract stipulates either to provide a transportation for the worker from his accommodation to the working place or otherwise to provide for him a transportation allowance; moreover, it is optional to stipulate a probation period in the E- contract. The E- contract also may state provisions related to the leaves and health care. In addition, the E-contract is accompanied with translations for its provisions in several languages incorporated in such E-contract system.

In case the parties want to agree on additional provisions in connection with their employment relationship, they may stipulate such additional provisions in a separate addendum/appendix agreement without the need to follow a new E-contract registration process; such additional arrangements (which shall be part of the E-contract) must be attested at the Ministry of Justice of the State of Qatar or at any Embassy in the territory.

Once the employer has registered the new contract at the E-contract service system, the employer shall print out the contract in to a minimum of three counterparts for signatures and shall provide them for attestation at the Ministry of Justice of the State of Qatar or at any Embassy in the territory.

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