

PROJECT EXPORTERS



Guidelines for Deployment of Workers by PEs

A Project Exporter may recruit or deploy Indian manpower to its project abroad by obtaining a Permit under Chapter IV of the Emigration Act, 1983. Applications for this purpose may be submitted to the Office of the Protector General of Emigrants, Ministry of External Affairs, Akbar Bhavan, Chankyapuri, New Delhi, in Form VII along with the documents mentioned below:

- i. Application in Form VII
- ii. In case of a company, a copy of the Registration Certificate and Memorandum of Articles and in case of a firm, copy of the Registration Certificate and Partnership Deed shall be annexed to the application
- iii. Salary structure of various category of workers
- iv. Agreement with workers
- v. Copy of RBI/Screening Committee/ authorized bank clearance for the project
- vi. Authorization/Agreement regarding award of the contract/project
- vii. Arrangement for security of workers in case of project in Afghanistan
- viii. Other documents/information as mentioned in the application.

- ix. The forms, instructions, procedure, training videos for applying for registration as Foreign Employers are available online at www.emigrate.gov.in.

Security for Project Workers in Afghanistan

- i. It shall be the responsibility of the Recruiting Agent/Project Exporter to provide adequate security arrangements to the Indian emigrant workers going to Afghanistan. The security arrangements should conform to the security guidelines prescribed by the Ministry of External Affairs, Government of India.
- ii. The Recruiting Agent/Project Exporter shall furnish the details of the security arrangements proposed by the companies seeking permission for employment in Afghanistan. These details are to be conveyed to the Indian Embassy in Kabul for follow up and feedback and also to the Protector General of Emigrants and the Ministry of External Affairs.
- iii. The POE shall have to ensure before grant of emigration clearance for workers going to Afghanistan that the Recruiting Agent/Project Exporter concerned has ensured appropriate security arrangements conforming to the MEA security guidelines for the workers giving details of such arrangements.
- iv. The Project Exporter would provide an additional insurance cover besides PBBY to the workers for a minimum sum of Rs. 5 lakh at Project Exporter's cost.

Obligations of PEs

- i. The Permit issued is not transferable and the workers recruited on the strength of the Permit shall not be repatriated on the ground that they do not possess the required skill.
- ii. The PE shall not obtain the assistance of Recruiting Agent in any manner.
- iii. The Employment Agreement with the worker shall be signed by the PE.
- iv. The PE shall be under obligation to treat the contract entered into with the worker as enforceable under the Labour Laws of the country of employment. It shall be his responsibility to file copies of the Contracts with the concerned authorities in the country of employment.

- v. The PE shall not supply manpower recruited on the strength of the Permit to any other agency or concern.
- vi. The PE shall be responsible for the general welfare and redressal of grievances of the workers recruited on the strength of the Permit during the period of Contract.
- vii. The PE shall not extend the services of a worker after the expiry of Contract without entering into a fresh contract or without extending the existing Contract.
- viii. The PE shall notify the Indian Mission in the country of employment each case of death or disability of a worker within 48 hours of the occurrence of the event. Similarly, information should be communicated to the next of kin in India in case of disability/death within 48 hours.
- ix. The PE is prohibited from supplying manpower for work in a country other than the country for which the Permit has been issued.
