



Finding the Job Abroad

SAFE TIPS for Migrating Workers

GUIDANCE FOR EACH PHASE OF YOUR JOURNEY





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SECTION 1:

BEGINNING THE JOB SEARCH



Decide if foreign employment is right for you

Gathering information is the first step in searching for a foreign job.

Take time to seek information from credible, neutral sources. Discuss options with family and other trusted people to weigh the pros and cons of pursuing migration to a foreign job.

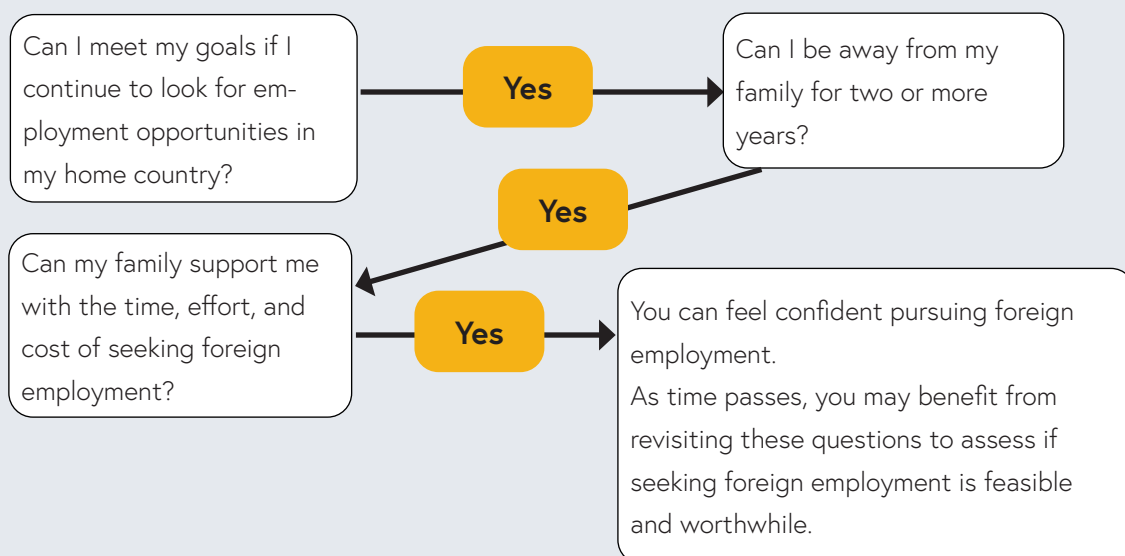
What are my goals for taking a new job?

- **REASONS:** Do I have clear reasons for seeking foreign employment?
- **GOAL:** Do I have a goal for what I will do with my savings from a foreign job (e.g., to purchase or repair a home, children's education, or for business start-up funding)?
- **COST:** Am I prepared to go through the time, effort, and cost of seeking foreign employment?
- **RISKS:** What risks could I face if I have to take out a loan to pay fees to get the job?
- **PROTECTIONS AVAILABLE:** What legal protections are (or are not) available to foreign workers in the host country where I might work?
- **FAMILY:** Can I be away for two years or more without jeopardizing the care of my family?



Did you know?

A decision tree can be a helpful tool for deciding whether to pursue a foreign job. For example:



If you answered **yes** to most questions, you can feel reasonably confident about seeking foreign employment. Later on, you may benefit from revisiting these questions again to assess if the migration process is worthwhile.



Understand and manage the risks

The risk of exploitation can occur at any step during your migration journey. Protect yourself by understanding common risks and identifying resources to support you in your journey.

Risks before employment:

DECEPTION AND MISINFORMATION

Sometimes a labor agent may misrepresent the terms and conditions of a foreign job, putting you at risk. This kind of deception can happen through verbal communication or even paperwork.

LABOR AGENT FRAUD

Some labor agents in your home country may collect fees but never provide employment.

DEBT BONDAGE

If you have to take out a loan or pawn valuables to pay a labor agent, you will likely be indebted during your foreign employment. Employers can more easily exploit or take advantage of migrant workers who are indebted.



Risks during employment:

RESTRICTION OF MOVEMENT

It is common for employers to take and hold their workers' identity documents. These include visas, passports, and employment contracts. Without identity documents, you might be restricted from:

- leaving your workplace or workplace accommodation (such as a workers' camp),
- getting another job, or quitting the job before the end of your contract,
- accessing things like banking and medical services.
- Sometimes workers in this situation are threatened by employers. They may feel afraid to ask authorities for help.



FORCED TO DO WORK YOU DIDN'T AGREE TO

Some workers may be placed in a different job than they agreed to during their recruitment. For example, someone who agreed to a carpentry job might be placed with a different employer. Instead of carpentry, they may be forced to clean offices or wash dishes in a restaurant.

Being indebted or working on an illegal visa could create additional risks for you. You could become vulnerable to forced overtime. Or you could be placed in dangerous working conditions.

RESTRICTIVE LAWS IN THE HOST COUNTRY

Laws for foreign workers are different in each host country. Some laws in Gulf Cooperation Council (GCC) countries place certain restrictions on workers. These can create risks for you, including:

- Difficulty changing jobs or leaving employment
- Restriction of free movement
- Difficulty getting help in case of mistreatment by an employer or non-payment of wages
- Lack of freedom of politics, religion, culture, sexual identity, or other forms of expression

(See "**Evaluating and Accepting a Job Offer**" below to learn more about labor laws in host countries).

THREATS

Some employers may threaten to deport you. Or, if you have irregular or undocumented status, which could be illegal, they could threaten to expose you to authorities. This can happen if you are not working under the correct visa.

Risks when preparing to return home at the end of your foreign job:

LACK OR WITHHOLDING OF WAGES OR TRAVEL STIPEND

Companies that employ Indian migrant workers in Gulf countries or Jordan have been known to withhold or not pay the wages owed to workers at the end of their contract. Also, some employers may not pay for the cost of your return home at the end of your contract or if your contract is terminated early.



Prepare documents for your job search

After reviewing the risks and opportunities and deciding to move forward, you'll need a passport and a medical exam in order to apply for a foreign job.

Most employers require you to have a passport and medical clearance before they will consider you as a candidate for a job.

Get a passport

Below is a list of government offices where you can apply for a passport. By getting a passport at this stage in your journey, you can save a lot of money.

A labor agent can also help you get a passport (see "How a Labor Agent Can Help You" under Section 2: Working with Labor Agents). However, labor agents may charge high service fees. Expect to pay a much higher cost if you work with them than if you do this yourself.



PASSPORT APPLICATION INFORMATION

PASSPORT SEVA KENDRA (PSK) 1 - LUCKNOW

20-A, Ratan Square, VS Marg, Lucknow, Uttar Pradesh 226001

+91 1800 258 1800



PASSPORT SEVA KENDRA (PSK) 2 – LUCKNOW

Passport Bhawan, Vipin Khand, Gomti Nagar, Lucknow, Uttar Pradesh 226010

+91 1800 258 1800



PASSPORT SEVA KENDRA - VARANASI

No.136, B 38/67, Satyam Apartment,

Arazil Settlement Opposite Mahmoorganj Police Chowki, Mauza, Tulsipur, Mahmoorganj, Varanasi, Uttar Pradesh 221010

+91 522 230 7530



MPASSPORT SEVA

mPassport Seva is an app that provides passport support, including new and existing user registration, apply for passport services, online payment, appointment scheduling, location of passport centers, fee details, application status, and contact information.

<https://passportindia.gov.in>

Get a medical exam for a job application

Most employers in Gulf countries require job candidates to pass a medical exam before they can apply for a job with their company. The exam must be done at a facility pre-approved by the host country's government. This medical test might be organized by the employer company, or your labor agent.

Here are the steps for getting your medical exam for job application.

1. **Register** for a Gulf Cooperation Council (GCC) Approved Medical Centres Association (GAMCA) medical test.
2. **Take** the GAMCA medical test prior to applying for your employment visa.
3. After taking the test, **check the status** of your medical test:

gcchmc.org/GCC/checkmystatus.aspx



Note: After you have been accepted for a job you will be required to pass a second medical exam prior to departing to your host country (See the section on "**Obtaining a Medical Clearance Exam**" in the **Preparing to Leave Home Guidebook**).

SECTION 2:

WORKING WITH LABOR AGENTS



Understand labor agents and agencies

You have made the decision to seek foreign employment. Now you will begin to navigate the labor market, talk with labor agents, and negotiate job opportunities.

What are the different types of labor agents in India?

Labor agents perform a variety of roles. They receive foreign job offers from employers in host countries, advertise the open positions, and identify potential candidates. They also select and guide job candidates—like you—through the process of obtaining a foreign job. Labor agencies vary in size and expertise. A labor agent could work for a labor agency company. Or they be a friend or relative who connects you with a foreign employer.

Here are the different types of labor agents.

LICENSED RECRUITMENT AGENCIES:

- Licensed and registered by the government of the sending country.
- Must pass an inspection and meet specific requirements.
- Required to follow laws and regulatory requirements and can be held legally accountable if there are problems.
- More difficult to access if they are not close to where workers live.

UNLICENSED RECRUITMENT AGENCIES:

- Not licensed nor registered.
- Not required to follow laws and it can be more difficult to use local law to hold them accountable there are problems.
- Easier to find because there are more of them and they tend to be close to where workers live.

SUB-AGENT (OR "BROKER"):

- Usually an individual who works informally for a labor agency.
- Could be a friend, relative, or acquaintance.
- Operate more informally, in neighborhoods and villages.
- Usually not licensed, which can make it difficult to make a legal complaint if you experience a problem.

How do I find a labor agent?

You may connect with labor agents or sub-agents through family, friends, or other people in your community. When choosing a labor agent to help you find a job, be sure to understand their track-record. Find out if they are bound by law to conduct business fairly with migrant workers/job-seekers.

Work safely with a labor agent

There's always a chance of risks when working with a labor agent – even licensed ones. However, with a licensed agent you can seek help if there are problems.

It is important to be careful and do your research. The Protector of Emigrants can help with this.

What is the Protector of Emigrants (POE)?

The Protector of Emigrants is a government agency that regulates the recruitment of Indian citizens for foreign work. Their job is to protect workers like you from common bad recruitment practices. In particular, the POE:

- Helps you apply for your passport.
- Ensures your visa is issued before departure.
- Can give you a list of labor agencies registered with the Government of India.
- The POE also has a list of "blacklisted" agencies, that have lost their license or have been in violation of the law.

Where can I learn more about my labor agent?

The Uttar Pradesh Protector Emigrants keeps a list of *registered* recruitment agents. These registered recruitment agencies are concentrated in larger cities, as you can see from the map below. Contact the POE to inquire about the registration status of your recruitment agent.



POE OFFICE PHONE #: +91 522 223 7908



CALL THE PROTECTOR OF EMIGRANT'S (POE) OFFICE IN LUCKNOW TO FIND OUT IF THE GOVERNMENT OF INDIA HAS GRANTED YOUR LABOR AGENT A LICENSE, OR IF THE AGENT HAS BEEN "BLACKLISTED" FOR PRIOR MISCONDUCT.

Review what a labor agent should or should not do for you

Whatever type of labor agent or labor agency you negotiate with, you should expect them to do business fairly.

A labor agent **SHOULD**:

- ❑ Not charge fees to workers. Ideally the agent is paid by the employer company in the host country. If the agent asks you to pay fees, the amount you have to pay should be fair and transparent, and no more than the INR 30,000 maximum allowed by Indian law.
- ❑ Give you a detailed list of any fees you will pay, including any local or international travel costs (see next page for more details on payments).
- ❑ Provide a visa that allows you to legally work in the host country. You can check your visa with the Protector of Emigrants Office in Lucknow (+91 522 223 7908).



A labor agent should **NOT**:

- ❑ Increase your risk of exploitation.
- ❑ Charge you excessive fees (which might put you at risk of debt bondage).
- ❑ Withhold or give false information about the job.
- ❑ Bully or trick you believing false information. Or make threats to force you to agree to a job offer.
- ❑ Withholding your documents.
- ❑ Provide you with a tourist visa. A tourist or other unlawful visa prohibits you from legally working in the host country. This can lead to manipulation or exploitation by the employer or other authorities in the host country.



Negotiating fees with labor agents

Getting a foreign job can be expensive. If you take out a loan to pay a labor agent, it can put you at risk. Because of the debt, you might feel forced to work overtime, work for less pay, or suffer through unfair and unsafe working conditions. This is called debt bondage.

Carefully think about your options before taking out a loan to pay recruitment costs. Use the tips below to negotiate a fair fee with your labor agent.

Know what the law allows you to be charged

Indian law allows labor agencies to charge INR 30,000 (USD 275) for their services.

However, it is common for labor agents to charge workers much more than this legal limit. There are many fees associated with recruiting migrant workers to foreign countries. These costs should be paid by the employer in the host country, but many don't pay their fair share to labor agencies. Those costs can be passed on to you. In many cases, workers in Uttar Pradesh have paid INR 60,000-90,000 to a labor agent for a job in a Gulf country.

Know what you are paying for

If the labor agent asks you to pay recruitment fees before they give you information about job conditions, this is a bad sign! Before you give any money to the labor agent, make sure you:

- Evaluate the job offer,
- Know the services the labor agent offers, and
- Understand the terms of payment.



Did you know?

The International Labour Organization and other human rights principles say that employers should pay for all expenses related to a worker's foreign employment.

The laws in Qatar, UAE, and Saudi Arabia also say it is illegal to charge workers any fees or costs for a job. They require labor agents to work with employers to pay all fees and costs.

Understand recruitment costs

Knowing how much documents like a passport, Emigration Clearance Requirement (ECR), or medical exam clearances cost can help prepare you in your migration journey. Below are some examples of common costs you might face.

COMMON RECRUITMENT FEES AND RELATED COSTS

(The following figures are based on 2022 cost estimates and are subject to change.)

- Passport → INR 1,500
- Labor agent's administrative or service fee → Legally up to INR 30,000 maximum can be charged.
- Medical exam for employment application → INR 4,000-6,000
- Medical exam for ECR exit clearance → INR 4,000-6,000
- Employment visa application (varies by host country) → INR 4,000-63,000
- Emigration/ECR clearance (if required) → INR 200
- Enrollment in worker welfare insurance (such as PBBY) → INR 200
- Pre-Departure Training Course → Varies
- Transit and lodging to for processing recruitment documents (varies by distance) → INR 7,000-21,000
- Airfare from Uttar Pradesh to destination (varies by distance) → INR 9,700-26,000

ADDITIONAL COSTS YOU MAY FACE

- Cost of skills training or foreign language course → VARIES
- Cost of arranging documents needed to get a passport or apply for a job— such as birth certificate, school diploma, or photographs → VARIES

Track recruitment expenses and keep records

Track recruitment expenses: Be sure to keep a diary of recruitment fees and expenses.

These records can help protect you later if you need prove that you were charged illegal fees, or if there are any problems in your negotiation with a labor agent.

Cost	Amount (Currency)	Contact information of those requesting money	Did you save a receipt?
Labor agent fees			
Sub-agent fees			
Passport application			
Certificate or document of job qualification			
Other costs associated with job interview			
1st Medical exam for job application			
2nd Medical exam for exit clearance prior to departure			
Pre-departure training fee			
Transport and lodging costs for any other recruitment processes			
Transport from home to jobsite (ground travel, lodging, air travel)			
Loan repayment costs (interest rate, bank fees, etc.)			
Other			
Total			

KEEP RECORDS.

Any time you pay a labor agent, make sure you keep a record of the transaction.

Here are some ways to track this:

- Use your mobile banking app and save a copy of the transaction.
- Request a signed receipt from the labor agent. And/or
- Take a picture of the receipt with your mobile phone.

These records can help protect you later if you need proof that you were charged illegal fees.

Did you know?

It can take many years to pay off the debt to a labor agent. A loan with a high interest rate can greatly increase the amount you owe. This makes it even more difficult to re-pay the loan in a short period of time. If you are worried about debt bondage, negotiate with labor agents to find a job offered by an employer/company that is willing to pay the recruitment fees. If you do not have to pay the labor agent for these fees, this can help you avoid debt and some related types of exploitation.



SECTION 3:

EVALUATING JOB OFFERS



Review your job offer checklist

Congratulations! Your labor agent has presented you with a job opportunity.

Hearing about a foreign job opportunity is exciting. Now you will need to decide if the offer seems credible, and if it's a good option for you. You should not provide any payment to your labor agent without taking time to consider all of the job's terms and conditions.

A good job offer will contain the information in this checklist. If the job offer does not contain this information, ask for it.

THE JOB

- ☐ Host country and city of employment
- ☐ Job position description
- ☐ Employer name and address
- ☐ Contract length with start and end dates
- ☐ Provisions for contract renewal



WAGES AND HOURS

- ☐ Wage rate(s) for regular working hours. This means defining the minimum and maximum hours that may be worked per day or per week
- ☐ Wage rate(s) for overtime hours, if any. This should include a definition of what constitutes overtime work.
- ☐ Pay practices, including frequency of payment, payment method, and pay slips.
- ☐ Deductions to be taken from the your salary. This includes any deductions for meals, accommodation, transit, healthcare, and insurance.
- ☐ Probationary period, if any. This should include timeframe and any deducted wages. Requirements for successful completion of probation.



BENEFITS

- ☐ Healthcare costs you employer will pay for.
- ☐ Sick leave, annual leave, emergency home leave.
- ☐ Public holidays.
- ☐ Expectations if you change jobs or end the contract early.
- ☐ Expectations if the employer ends the contract early.

**END OF CONTRACT/RETURN HOME**

- ☐ Transportation between your home and the host country (local and international).
- ☐ Ask if the employer will pay for return transportation at the end of your contract.
- ☐ Employer name and address.
- ☐ Contract length with start and end dates.
- ☐ Provisions for contract renewal.



Understand your risk of deception

The risks

Be on alert. Carefully consider the following risks when reviewing a job offer:

- **The work:** The job might be very different to what was promised.
- **Wages and salary:** The employer may sometimes pay less than what the labor agent promised.
- **Hours:** Workers may be forced to work a lot of overtime, for which they might not get paid overtime rates. This can happen even if you are promised normal work and rest hours.
- **Housing and living:** Benefits that were promised, such as food, housing, and healthcare, may not actually be provided once you are on the job. Or big deductions are taken to pay for them.
- **Location:** Workers may be taken to another city or even country without knowing or agreeing to this.
- **Legal:** Workers are sometimes given false information about a job being legal. For example, the labor agent may tell you it is legal to work in a host country on a tourist visa, which is not true.



POE OFFICE PHONE # IN LUCKNOW: +91 522 223 7908



Deception means that the labor agent gives you false information about your visa or about the job.

If you are concerned that you have been provided fraudulent, false, or incorrect information about your visa or about a foreign job, contact the POE's Office in Lucknow.

How to protect yourself

LEARN AS MUCH DETAIL ABOUT THE JOB AS YOU CAN.



CONSTRUCTION SITE IN DOHA



WORKERS ON A HELIDECK



MIGRANT WORKERS PLASTER THE
FACADE OF AN APARTMENT BUILDING



MIGRANT WORKERS AT A UAE JOB SITE

How to protect yourself (continued)

UNDERSTAND POSSIBLE DEDUCTIONS.

Ask about any deductions that could be taken from your wages for food, housing, sick time, holiday pay. Get a response in writing!



CALCULATE YOUR COSTS.

The cost of living in the host country might be expensive. Be sure to think about the cost of food, healthcare, mobile phone, and other necessities.

If you end up getting paid less money than you expected, it can make it difficult to pay back any loans you took out during recruitment. This can put you at risk of **debt bondage**.



How to protect yourself (continued)



REVIEW THE JOB ORDER/DEMAND LETTER.

A labor agent might show you a document called a "job order" or "demand letter." A job order or demand letter is not the same as an employment contract. A job order (or demand letter) is a document from a foreign country. It proves that it has given an employer a visa to hire foreign workers from India.

Often, the job order (or demand letter) is the only document a labor agent will show you before you leave home. The employment contract itself is often signed once you are in your host country.

The job order document only contains partial information about the job, so it is important to review it carefully.

A job order/demand letter DOES contain this information about the job:

- ☐ Name and address of employer
- ☐ Type of job (carpenter, janitor, driver, etc.)
- ☐ Basic monthly wage (not including overtime)

The job order/demand letter DOES NOT contain this crucial information:

- ☐ Required Working Hours
- ☐ Benefits/Health or Death Compensation
- ☐ Accommodation and food arrangements during employment
- ☐ Any provisions for the employer to deduct money from your wages.

You will want to ask and find out about these job details from somewhere else.

Keep in mind

For jobs in the United Arab Emirates (UAE), you will be required to sign the job order prior to departing India. This signature says that you will take the job and will sign a labor contract when you arrive in the UAE. (See more about this in the **Arriving in Your Host Country and Getting Help Handbook**).

If you are working with a registered recruitment agent, you can use the eMigrate website to look at the status of your employment visa, the status of your contract, and to learn information about your employer.



Did you know?

You should compare the wage in the job order with other available information. Ask the labor agent or employer for these details before agreeing to a job offer!

The Protector of Emigrants (POE) website lists the minimum wage for foreign jobs set by the host country: www.emigrate.gov.in/ext

BEWARE!

- The POE will not issue a clearance for you to emigrate if the wage you are offered is lower than the minimum wage.
- Job postings with a much higher wage than the country minimum could be deceptive.
- The POE website does not include overtime rates.

Understand how laws in your host country may affect you

When considering a job offer, you should research and understand the labor laws that apply to foreign workers. Below are some questions you should aim to understand before accepting an offer.

Key questions to consider:

FREEDOM TO CHANGE JOBS

- ☐ Will I have to sign a contract?
- ☐ Can I change jobs?
- ☐ What are the risks if I leave my job illegally?
- ☐ Do I need an exit permit or employer permission to leave the country?

FREEDOM OF ASSOCIATION

- ☐ Can I join a workers' rights organization?



WAGES AND HOURS

- ☐ Is there a minimum wage for non-citizens?
- ☐ How often does my employer have to pay me?
- ☐ What are the maximum regular work hours per week, per day?
- ☐ What is the law regarding breaks during the day?
- ☐ Is my employer legally required to provide me with annual leave time? Paid or unpaid?
- ☐ What is the minimum overtime pay I should expect?
- ☐ How much time off is the employer required to give workers for public holidays?
- ☐ What sick leave am I allowed?

HEALTH & SAFETY

- ☐ Are there safety restrictions for working in high heat season?
- ☐ Will I be provided with personal protective equipment and other health and safety precautions like water, lighting, and ventilation?
- ☐ Is my employer required to provide health insurance?
- ☐ Is my employer required to pay for work-related medical treatment?
- ☐ Are there laws about the maximum number of workers that share a room in my employer-provided housing?

Country-specific information

The following section includes some answers to the questions above, based on country. Consider this carefully and seek out more information before you accept a job offer.

	Qatar	UAE	Saudi Arabia	Jordan
FREEDOM TO CHANGE JOBS				
WILL I HAVE TO SIGN A JOB CONTRACT?	YES You will need to sign an employment contract at a Qatar Visa Centre in India, or when you arrive.	YES You will need to sign a job order in your language before you leave India, and an employment contract when you arrive.	YES A legal contract must be signed with a fixed start and end date on it.	YES If you work in the private sector, the contract may be written or verbal. Written contracts should have 2 copies: one in Arabic and one in a language you can understand. Domestic workers must have a written contract.
CAN I CHANGE JOBS?	YES You can change jobs as long as you follow the process the government has established. Be sure to check the employment contract for terms on leaving the job prior to end of contract.	YES With employer permission, you can move jobs after six months and usually you would have to give 30 days' notice. Without employer permission, you can only move jobs if the employer broke the contract or law or if they did not pay wages for 60 days.	YES Usually only after completing one year of work and meeting other requirements.	YES Anytime if you have the permission of your employer. Without the permission of your employer, you must complete one year of service (except for QIZ workers). Domestic workers who do not have employer permission must complete two years of service.
ARE THERE SERIOUS RISKS IF I LEAVE MY JOB ILLEGALLY?	YES You could be detained, deported, fined, and/or banned from coming back.	YES You could be banned from working or traveling in the UAE for at least one year.	YES You could be arrested, fined, and/or deported.	YES You could be charged with absconding, detained or deported.

Country-specific information

	Qatar	UAE	Saudi Arabia	Jordan
Freedom of Movement and Freedom of Association				
IS MY EMPLOYER ALLOWED TO HOLD ON TO OR CONFISCATE MY PASSPORT?	NO unless the worker gives permission.	NO	YES except for domestic workers.	NO
ARE YOU ALLOWED TO JOIN A WORKERS' RIGHTS ORGANIZATION?	NO but you can join government-sanctioned worker committees.	NO but you can join government-sanctioned worker committees.	YES As a foreign worker, you are forbidden to join or form a worker organization.	YES Yes, all workers can join a trade union.

	Qatar	UAE	Saudi Arabia	Jordan
Annual Leave Time and Other Holidays				
DO I NEED AN EXIT PERMIT OR EMPLOYER PERMISSION TO LEAVE THE COUNTRY?	NO	NO	YES everyone needs an exit permit from the government – some workers also require permission from their work sponsor.	NO
HOW MUCH PAID TIME OFF CAN I GET FOR PUBLIC HOLIDAYS?	10 DAYS per year including 3 days for Eid El-Fitr, 3 days for Eid Al-Adha, 1 day for Independence Day, and 3 days chosen by the employer	7 DAYS per year for public holidays	9 DAYS per year for public holidays	7 DAYS per year for public holidays.
WHAT SICK LEAVE AM I ALLOWED?	After 3 months, you are allowed 2 weeks of fully paid sick leave, plus up to 4 more weeks at half your wage.	15 days at full pay, plus 15 more days at half pay. Any additional sick leave is unpaid.	Full wages for up to 30 days of sick leave (with a medical certificate) and 75% of wages for next 60 days.	14 days.

Country-specific information

	Qatar	UAE	Saudi Arabia	Jordan
Does the Law Give Me a Minimum Wage or Minimum Work Hours?				
WAGES				
IS THERE A MINIMUM WAGE FOR NON-CITIZENS?	YES QAR 1,000 per month for all workers, including those in domestic work.	NO except for work requiring a 12th class diploma and above.	NO except for work requiring a 12th class diploma and above.	YES The minimum wage is 150 JOD for migrant workers, except for migrant workers in specialized manufacturing zones known as QIZs. For workers in the QIZs, the minimum wage is 125 JOD, plus an extra 95 JOD of in-kind wages (food and accommodation).
HOW OFTEN DO EMPLOYERS HAVE TO PAY WAGES?	At least once per month by direct deposit within seven days of the due date, using the Wage Protection System (WPS) rules.	At least once per month, using the Wage Protection System (WPS).	At least once per month, by direct deposit.	Within 7 days of wages becoming due, in cash or in kind. Every month for domestic workers.



Country-specific information

	Qatar	UAE	Saudi Arabia	Jordan
Does the Law Give Me a Minimum Wage or Minimum Hours Work				
HOURS & OVERTIME				
WHAT ARE THE MAXIMUM REGULAR WORK HOURS PER WEEK/ DAY?	48 per week & 8 per day, plus 2 overtime.	48 for most categories & 8 per day, plus 2 overtime.	48 per week & total hours per day must not be more than 10.	8 hours per day, excluding breaks, and 48 hours per week. May be increased to 11 hours per day as long as the total does not go over 48 hours per week.
WHAT'S THE LAW ON TAKING BREAKS?	At least 1 hour for every 5 consecutive hours of work, plus at least one 24-hour rest period per week.	At least 1 hour for every 5 consecutive hours of work.	At least 30 minutes for every 5 consecutive hours of work, plus one rest day on Friday unless suspended due to "unusual work pressure."	1 day off per week.
WHAT IS THE MINIMUM PAY FOR OVERTIME?	1.25 times the regular wage, or 1.5 if worked between 9pm and 6am. Workers have the right to refuse overtime.	1.25 times the regular wage, or 1.5 if worked between 9pm and 4am.	1.5 times the regular wage.	1.25 times the normal wages for all ordinary overtime hours worked. 1.50 times the normal wages for all overtime hours worked on weekly rest days, religious feasts, and public holidays.
IS WORK BANNED DURING HIGH HEAT SEASON?	YES From Jun. 15 to Aug. 31, 11:30am to 3pm, employers must provide rest in the shade.	YES From Jun. 15 to Sep. 15, between 12:30pm and 3pm for outdoor work.	YES From Jun. 15 to Sep. 15, between 12:00pm and 3pm for outdoor work except oil and gas and some maintenance roles.	NO

Country-specific information

	Qatar	UAE	Saudi Arabia	Jordan
Workplace Health and Safety				
IS PERSONAL PROTECTION EQUIPMENT AND FIRST AID PROVIDED FOR FREE?	YES	YES among other requirements, such as adequate drinking water, sanitary facilities, ventilation, and lighting.	YES	YES
DOES MY EMPLOYER HAVE TO PROVIDE HEALTH INSURANCE?	YES and a draft law will strengthen this requirement once in force.	YES in Dubai and Abu Dhabi.	YES	YES Domestic workers should receive insurance through their recruitment agency.
ARE EMPLOYERS REQUIRED TO PAY FOR WORK-RELATED MEDICAL TREATMENT?	YES plus full wages during the worker's first 6 months of recovery, then half-wages until recovered.	YES plus full wages during the worker's first 6 months of recovery, then half-wages until recovered, plus additional compensation if it is a permanent injury or fatality.	YES per the Labour Law, plus wages while recovering and additional compensation if it is a permanent injury or fatality.	Possibly Only if a contract exists. Informal workers have no social protections.
HOW MANY WORKERS CAN LEGALLY SHARE A ROOM IN EMPLOYER-PROVIDED ACCOMMODATIONS?	4 workers per room, or 8 workers per room in "temporary housing." Employers must provide access to clean water, air conditioning, and proper ventilation.	8-10 persons per room, with no less than 3 square meters per person.	Not publicly posted.	12 persons per room

Resources

Just Good Work App



The app provides advice, guidance, and resources to migrant workers employed in or seeking employment in Gulf countries or Jordan. It is specially designed for Indian workers from Uttar Pradesh.



Protector of Emigrants



This government office can guide you during your recruitment, migration, and employment.

www.emigrate.gov.in/ext



Protector of Emigrant's (POE) Office in Lucknow:

Phone #: +91 522 223 7908

Migrant Resource Centers

Helpline Numbers:



1800 11 3090 (Toll-Free from India);

+91 11 40503090 or

+91 11 26885021



(call charges apply)

For more contact information, see https://www.owrc.in/contact_us.html



SAFE TIPS for Migrating Workers

GUIDANCE FOR EACH
STEP IN YOUR JOURNEY