



To	All Employers and Business House in Vanuatu
From	The Commissioner of Labour & Employment Services
Subject	Directive on the implementation of FEES for Temporary and Exemption Work Permits.
Date	20 th June 2025

SUBJECT: Directive on the Implementation of Fees for Temporary and Exemption Work Permits.

This directive serves to formally inform all employers and business entities in Vanuatu that, effective from **01st July 2025**, the Department of Labour & Employment Services will begin enforcing the collection of all applicable fees related to **Temporary Work Permits** and **Exemption Work Permits**, as stipulated under **Sections 5H, 5I, and 5F of the Labour (Work) Permit Act [CAP 187]**.

5F. Fees

The application fee payable on an application for a work permit, temporary work permit or exemption under this Act is VT 20,000.

5H. Temporary work permit

(1) The Commissioner of Labour may issue a temporary work permit for a worker who proposes to be employed for 4 months or less if the employer pays:

- (a) the work permit tax of VT 40,000; and
- (b) the application fee.

5I. Exemption

The Commissioner of Labour may exempt an employer from the need to obtain a work permit for a worker if –

- (a) the worker is to be employed for 1 month or less; and
- (b) the employer pays the application fee; and
- (c) the employee pays an exemption permit tax of VT 10,000.

Accordingly, any employer who wish to employ a **non-citizen worker for up to 4 months** must apply for a **Temporary Work Permit** and pay the total fee of **VT 60,000** to the Department of Labour. Similarly, for employment not exceeding **1 month**, an **Exemption Work Permit** must be applied for, with a total fee of **VT 30,000**.



a) INTEGRATION WITH THE EVISA SYSTEM:

Following the introduction of the **evisa Application Portal system** (MIDAS), launched on **17th September 2024**, all work permit applications have been harmonized with the corresponding immigration visa processes. Temporary and Exemption Work Permits are now aligned with the **Short-Term Employment Visa**, encompassing:

- **Multiple Entry Business Visas**
- **Single Entry Business Visas**

As a result, employers are no longer required to submit separate applications to the Department of Labour and the Immigration Department. Instead, a **single online application** for the **Short-Term Employment Visa** will now cover:

- The relevant **work permit** (Temporary or Exemption)
- The associated **business visa**

However, the Department Labour & Employment Services has just realised that the evisa system currently collects the **immigration-related fee of VT 51,500 for a Short-Term employment Visa**, but it **does not include** the work permit fees prescribed under the Labour (Work) Permit Act [CAP 187].

b) REVISED FEE STRUCTURE:

Effective 01st July 2025, employers must ensure that, in addition to the **VT 51,500** visa fee captured through the evisa portal, they also pay the applicable **labour fees** as outlined below:

VISA Type	Immigration Fee (VUV)	Labour Fee (VUV)	Extension
Short-Term Employment Visa	51 500VUV	<ul style="list-style-type: none"> ✓ 60 000VUV for Temporary work permit. ✓ 30 000VUV for Exemption Work Permit 	Not allowed

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c) Payment Process

All labour-related fees must be paid through the **Department of Finance Cashier**, and the **official government receipt** must be uploaded as part of the **supporting documents** when lodging the Short-Term Employment Visa application via the evisa application portal system.

Effective Date

This directive shall come into force on **01st July 2025**. From this date, any employer or business intending to engage a non-citizen worker on a short-term basis—under either a Temporary or Exemption Work Permit—must ensure **full payment** of the prescribed **labour fees** to the Department of Labour & Employment Services.

For further clarification or inquiries, please contact the Department at: **(+678) 33130** or **33135**.

You are invited to contact
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