

# Changing employers in Qatar

## Key information for workers



All workers in the State of Qatar can change jobs without having to obtain a No Objection Certificate (NOC) anytime during their contract period.

While the removal of the NOC covers all workers, the rules to end an employment contract and change jobs differ for different categories of workers.

### IF YOU ARE A PRIVATE SECTOR WORKER COVERED BY THE LABOUR LAW NO. 14 OF 2004

#### What procedure do I have to follow to change jobs?

1. You need to **submit an application** to change jobs through the Ministry of Labour's (MoL) electronic notification system. Go to the [Ministry's website](#) and print a copy of the "Change Employer" form. Fill in the form with all the requested information about yourself and about your new employer, then sign it. Also ask your new employer to put the official stamp of the company and sign the form.
2. Take a picture or scan the completed and signed form, and log onto the [MoL's electronic notification system](#) using your Qatari ID (QID) number and your mobile phone number. Remember the mobile phone number you use to log in must be linked to your QID. Once you have entered the system, upload the completed and signed "Change Employer" form.
3. Once you submit your application, the system will generate an EC (Employer Change) number that will appear on your screen. The EC number is very important, so make sure you write it down, take a photo on your phone.
4. Once your application to change jobs has been approved by the Ministry, you will receive an SMS from the Ministry confirming your change of jobs and notifying you about your notice period. Both your current employer and your new employer will also receive an SMS.
  - ◆ If you have worked with your current employer for two years or less, your notice period will be **1 month**.
  - ◆ If you have worked with your current employer for more than two years, your notice period will be **2 months**.

The end of your notice period will be indicated in the SMS from the Ministry. You have to continue working for your current employer during the notice period.

5. Within three months from the end of your notice period, your new employer has to submit the details of your employment contract through MoL's [Digital Authentication System for a Multi-lingual Employment Contract](#). This will generate your new employment contract, which both you and your new employer need to sign. Once signed by both of you, the new employer will upload it on to the MoL's [digital platform](#) for authentication. Your new employer must give you a copy of the contract authenticated by the MoL. You can also download it from [MoL's website](#).
6. Finally, your new employer will log into the Ministry of Interior's Metrash services webpage to request a new QID for you. Your new employer must provide you with the new QID.

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## Do I have to follow the same procedure to change jobs during my probation period?

It may be stipulated in your employment contract that you shall be subject to a probation period agreed upon with your employer. However, this probation period must not exceed six months from the date of commencement of your work, and you cannot be subject to more than one probation period with the same employer.

You may terminate the employment contract within the probation period, provided you comply with the following:

- ◆ Submit your application to change jobs through [MoL's electronic notification system](#) as described above at least one month before you plan to leave your job.
- ◆ Your new employer must compensate your current employer a portion of the recruitment fees and one-way air ticket at the level that was agreed to by the current and new employers, though not exceeding two months of your current basic wage.
- ◆ Upon the Ministry's approval to change jobs, you will receive an SMS from MoL confirming your change of jobs and notifying you about your notice period. The end date of your notice period will be indicated in the SMS. You must continue to work with your current employer till the end date unless otherwise agreed with your current employer.

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## How can I check the status of the application submitted to MoL's electronic notification system?

Once you have submitted your application to change jobs using [MoL's electronic notification system](#), you can check the status of the application through the following link: <http://ecai.adlsa.gov.qa/>  
To log in, you will need to include your QID number and the EC number generated by MoL's electronic notification system when you submitted your application.

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## What happens if I do not complete the notice period with my current employer?

If you decide to stop working before the end of your notice period, you will have to pay your current employer for every day of the notice period you do not work.

This is calculated as an amount equivalent to your basic wage for the remaining part of the notice period on a pro rata basis. For example: If you want to stop working two weeks before the end of your notice period and your basic wage is QAR 1,500 per month, you will have to pay your employer QAR 750 to terminate the contract legally.

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## Can I agree with my current employer not to fulfil my notice period?

Yes, you and your current employer can agree not to fulfil the notice period. In such a situation, you can attach a letter signed by you and your current employer for your application to change job. The signed letter should explicitly note that you and your current employer have mutually agreed to not observe the notice period stipulated by the relevant laws. MoL will take the mutual agreement into account when determining the notice period.

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## Do I need to pay or reimburse my new employer for any administrative costs for the change of employer?

No, the procedure to change employer is free of charge for workers. In addition, you do **not** need to pay or reimburse any amount to your new employer for the issuance of a new QID.

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## Can my current employer cancel my QID after I submit my application to change jobs?

Once you have submitted your application to change jobs through MoL's electronic notification system, your current employer cannot cancel your QID or file a false absconding case.

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## What can I do if my current employer cancels my QID before I submit my application to change jobs?

In case your current employer cancels your QID before you have submitted your application then you need to first submit a complaint either through the MoL's [Unified Platform for Complaints and Whistleblowers](#) or by going to the MoL. Upon the Ministry's review of your complaint, you will have to submit a signed letter in Arabic addressed to the Head of the Labour Relations Department requesting to reactivate your QID. In the letter, you should include a brief explanation on why you are requesting for your QID to be re-activated. Make sure to mention your QID and mobile phone numbers in the letter. In addition to the signed letter, you should also submit a copy of your QID, copy of the SMS notifying about the cancellation of your QID; and copy of the new job offer. Remember to keep a copy for these documents for your record.

MoL will coordinate with the Ministry of Interior to reactivate your QID. You can check the status of your QID through Metrash.

Once your QID is re-activated you can then to apply to change jobs using MoL's electronic notification system.

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## Can I cancel my application to change jobs?

If you have submitted an application to change jobs through [MoL's electronic notification system](#) and your application is still under review, you can cancel it through the same system. Log onto [MoL's electronic notification system](#) using your QID number and your mobile number.

If you wish to cancel your application to change jobs after receiving an approval from the Ministry and before your new employment contract has been authenticated, you need to submit a written request to MoL. You should submit a signed letter in Arabic addressed to the Head of the Labour Relations Department requesting to cancel your application. In the letter, you should include a brief explanation on why you are requesting to cancel your application along with the EC number, a copy of your QID and mobile phone number.

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## Can I get my end of service benefits if I change employer?

If you have completed at least one year of employment and want to change employer, you have the right to receive from your current employer your end of service benefits along with any accrued annual leave and other benefits as stated in your employment contract.

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## If I have not been paid my wages, do I still have to give notice before changing jobs?

If your current employer has not fulfilled his/her legal obligations (including payment of wages), then you can change jobs without giving any notice as per amended Article 51 of the Labour Law. You should submit a complaint with the Labour Relations Department of MoL. You can do this through the Ministry's [Unified Platform for Complaints and Whistleblowers](#).

Remember you have the full right to obtain your due wages, end of service gratuity (after more than one year of service) and any pro rata annual leave due. Your employer has to bear the cost of a plane ticket for you to return back to your country if you choose to leave Qatar.

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## Can I just leave Qatar and come back again to start a new job?

If you leave Qatar without giving a notification or completing your notice period, you will not be able to return to work in Qatar for one year. In order to avoid such a situation, you should follow the below procedures:

If you wish to **leave Qatar during your probation period:**

- ◆ You should notify your employer through [MoL's electronic notification system](#). The notice period should be agreed with your employer but should not be more than two months.
- ◆ If you wish to leave without finishing your notice period, you should pay a compensation to your employer amounting to your basic wage for the remaining part of the notice period, provided that this amount does not exceed two months basic wages.

If you wish to **leave Qatar after your probation period:**

- ◆ If you have worked with the employer for two years or less, you have to notify your employer one month prior to the termination of the employment contract, through [MoL's electronic notification system](#).
  - ◆ If you have worked with the employer for more than two years, you have to notify your employer two months prior to the termination of the employment contract, through [MoL's electronic notification system](#).
  - ◆ If you wish to leave Qatar without observing the above notice period, you should pay the employer a compensation amounting to your basic wage for the remaining part of the notice period.
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## Can my employer terminate my employment contract?

Yes, your employer can also terminate your employment contract.

- 1. During the probation period**, if your employer finds you “unfit to carry out your work duties” as stipulated in your employment contract, your employer can terminate the contract but must notify you at least one month before the termination through MoL’s electronic system.

If upon termination of the employment contract you decide to go back to your country of residence, the employer must cover the expenses of the return plane ticket.

- 2. After the probation period**, if your employer wants to terminate your employment contract he/she must notify you through MoL’s electronic system.

- ◆ If you have worked with the employer for two years or less, the notice period is one month.
- ◆ If you have worked with the employer for more than two years, the notice period is two months.

Both you and your employer must uphold the terms and conditions of the employment contract during the notice period.

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## Can my employer terminate my employment contract without observing the notice period?

If the employer terminates your contract without observing the notice period, he/she must pay you a compensation equivalent to your basic wage for the notice period or the remaining part of the notice period.

For example: If your basic wage is QAR 1,500 per month and your employer asks you to stop working two weeks before the end of a one-month notice period, your employer will have to pay you QAR 750 to terminate the contract legally.

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## Does my employer have to pay for my return flight ticket to my country of residence upon termination of the employment contract?

Your employer must complete your repatriation procedures, including bearing the cost of an air ticket to your country of residence within a maximum of two weeks from your contract expiration. If you join another employer before leaving the country, the repatriation obligation shall be incumbent upon the new employer.

In cases where you terminate the contract and plan to leave Qatar, while respecting the notice period (outside of the scope of the amended Article 51 of the Labour Law), your employer shall only cover part of the cost of the return air ticket proportional to the employment duration you completed out of the full term of the contract. For example: If you terminate your two-year employment contract after working one year, the employer shall cover half of the total cost of the return flight ticket.

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## FOR WORKERS COVERED BY SPECIAL LAWS

### What are the rules to terminate and change jobs for domestic workers?

The rules for terminating and changing jobs for domestic workers are the same as for workers in the private sector, covered by the Labour Law No. 14 of 2004. An updated standard employment contract for domestic workers reflecting these rules has been adopted. However, remember that the probation period for domestic workers cannot exceed 3 months. In addition, a domestic worker can only have one probation period with the same employer.

Employers of domestic workers may unilaterally terminate the employment contract without notice and without granting end of service gratuity for the year of dismissal, if the worker does not abide by the obligations stipulated in the employment contract or those described in [Articles 11 and 16 of Law No. 15 of 2017 on Domestic Workers](#).

In addition, in cases specified by [Article 17 of Law No. 15 of 2017 on Domestic Workers](#), domestic workers may unilaterally terminate their employment contract anytime during the contract period without notice and while keeping their right to an end of service gratuity, pro rata annual leave dues as well as an airplane ticket back to his/her country of origin.

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### What are the rules to terminate and change jobs for agricultural and grazing workers, and fishermen?

The rules for terminating and changing jobs for agricultural and grazing workers, as well as fishermen, are exactly the same as for private sector workers covered by the Labour Law No. 14 of 2004.

If you need more details, check the Council of Ministers Resolution No. 17 of 2012 on the application of some provisions of the Labour Law No. 14 of 2004 to workers in agriculture and grazing.

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## WHAT SHOULD I DO IF MY CURRENT EMPLOYER IS PREVENTING ME FROM MOVING TO ANOTHER EMPLOYER OR IF I NEED MORE INFORMATION?

If you feel that your current employer is unfairly preventing you from changing jobs or if you need more information, contact the Ministry of Labour's Labour Relations Department by email ([info@mol.gov.qa](mailto:info@mol.gov.qa)) or visit our offices. You can also submit a complaint to the Ministry using the [Unified Platform for Complaints and Whistleblowers](#) to submit a complaint.

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