



What is KİGEP?

The Transition to Formality Programme (KİGEP) is implemented as part of the project on “Promoting Decent Work for Syrians under Temporary Protection and Turkish Citizens”*.

The Programme promotes formal employment by facilitating access to the labour market for Syrians under Temporary Protection and Turkish Citizens. It also helps them develop and strengthen their skills and competencies.

KİGEP is implemented by the ILO Office for Turkey and the Social Security Institution (SSI) in coordination with the Ministry of Labour and Social Security, Directorate of International Labour Force (DGILF). It is currently financed by the Federal Republic of Germany through KfW Development Bank.

The SSI Strategy Development Department is implementing the application processes of the Programme.

* The project “Decent Work Opportunities for Refugees and Host Communities in Turkey” which is funded by the US Department of State, Bureau of Population, Refugees and Migration (USPRM), provides partial support to the Programme.

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Transition to Formality Programme (KİGEP)





Who is eligible for the support?

Employers whose workplaces are registered in one of the provinces of Adana, Ankara, Aydın, Bursa, Gaziantep, Istanbul, Izmir, Kahramanmaraş, Kayseri, Kocaeli, Konya, Manisa, Mersin, Osmaniye and Şanlıurfa may:

- ▶ receive support payment for Syrian workers whom they employ and Turkish workers who are currently working for them or will be recruited
- ▶ apply for as many Turkish workers as Syrian workers who work for them
- ▶ receive support for a maximum of five Syrians and five Turkish citizens

What does the support cover?

A monthly support payment of 1,250 TRY for 11,270 employees including 5,635 Syrians under Temporary Protection and 5,635 Turkish citizens are provided for six months. Besides, one-off work permit fee of 503,70 TRY per worker is reimbursed by the Programme for 5,635 Syrian employees. The amounts specified for work permit fees and support payment are valid for 2022. The support payment of 1,250 TRY provided under the Programme is made in addition to other employment incentives provided by the government.

How to benefit?

If an employer meets the obligations laid down in the labour and social security legislation, s/he can apply for the Programme for Syrian and Turkish workers whom he/she employs. In order to benefit from the Programme, the number of Syrian workers for whom application is filed should be equal to or greater than Turkish workers.

Employees should be full-time employed (by paying insurance premium on the basis of at least 20 days except for reasonable grounds) and their premiums should be fully paid.

What are the conditions for the employer to benefit from the support and how will the support payment be made?

To benefit from the support, employers should:

- ▶ employ their employees continuously
- ▶ pay their social security premiums
- ▶ not have any outstanding SSI debts

The support payment entitled will be transferred to the account of the employer (company or sole proprietorship) existing or to be opened at Vakıfbank branches within 60 days following the payment of said premiums.

How long employers benefit from the support?

Employers receive the support payment for up to six months under the Programme.

Can the payable support amounts be changed?

The amount of support payments will not change for six months and it will not be affected by the increase in minimum wage.



How to apply for the support?

- ▶ By clicking the KIGEP link below:
<https://uyg.sgk.gov.tr/AvrupaBirligiveDisIliskilerProjePortali/Kigep3Basvuru/home.xhtml?fases-redirect=true> on the website of SSI (www.sgk.gov.tr). The link takes you to e-government site. Enter information and complete your application at the website
- ▶ By following the application through website, Project Advisors will inform by the phone those employers selected for pre-registration. Before coming to the Project Office in the Provincial Directorates of SSI, selected employers should apply for the work permit for Syrians whom they will employ. The steps to follow in relation to the work permit applications can be accessed through the link below, under the section of "Foreigners under Temporary Protection":
<https://www.csgb.gov.tr/uigm/calisma-izni/basvuru-kilavuzlari/>
- ▶ Pre-registration is completed by applying to the Project Office in the Provincial Directorates of SSI with the document indicating that the work permit application has been made.
- ▶ After the work permits are received, necessary documents are getting prepared, and an application is submitted to the Project Office. When the final registration is completed, the contract is signed.

Under what circumstances is the support terminated?

KİGEP fosters a culture of formal work and encourages employers to fulfill social security obligations. Therefore, in cases where the employers who benefit from the Programme do not meet social security obligations to SSI, their claims arising under the Programme will be offset against their SSI debts. If beneficiaries do not pay their debts in a timely manner, SSI reserves the right to remove the beneficiary from the Programme upon offsetting.

In addition, the support payment will be terminated in the case that the system data shows that the social security status of Syrian or Turkish workers being ended and/or during workplace visits, it is found that they have never been employed.