

HOW TO EMPLOY A FOREIGN INDIVIDUAL IN RUSSIA

FMS - The Federal Migration Service of Russia IWP - Individual Work Permit



Employer and Employee negotiate the terms of employment in Russia



Employer files an Application to recruit a foreign employee ("Quota application")



Employer informs the Public Employment Service about an open vacancy (feedback is not obligatory)



Employer and Employee sign an employment contract (becomes valid after obtaining the IWP)



Employer undergoes a special procedure in FMS to apply for and obtain an Invitation for an Employee working visa



Employer submits application for IWP to FMS. After approval, FMS issues IWP



Employee undergoes a health check, attaching the results of the test to application for the **IWP**



Employer files a request and receives a special Corporate permit to engage and to use a foreign employee



Employer receives an Invitation for an Employee working visa



Russian embassy/consulate issues a single-entry working visa to Employee



Employee arrives in Russia



Employee's migration documents are stamped at the border. Employee further notifies FMS about his/her arrival



Repeat once a year



Employee obtains a multi-entry working visa



Employee starts working



Employer notifies Federal Tax Service about engaging and using a foreign employee



NON-VISA" REGIME

Special aspect: To obtain an IWP Employee is also fingerprinted

STEPS AVOIDED: 5, 8, 9, 10, 15



'HIGHLY-QUALIFIED SPECIALIST" REGIME

Special aspect:

Employee's family members may also apply for a multi-entry working visa

NUMEROUS STEPS AVOIDED



QUOTA-FREE" REGIME

Special aspect:

There is no need to file a Quota application in regard to several professions



EMPLOYER (OR ITS PARENT COMPANY) REGISTERED IN WTO COUNTRY

Special aspect:

Employee's labor contract with WTO-registered company should be in force for at least 1 year prior to application for Russian IWP

STEPS AVOIDED: 2, 3, 5, 6, 16



FIFA WORLD CUP 2018 WORKERS

Special aspect:

There are different types of procedures which depend on the period of employment and type of services to be performed

SEVERAL STEPS AVOIDED



- Flat 13% Russian Personal Income Tax rate irrespective of tax residency
- Short procedures for processing papers
- Exemption from high Russian social contributions
- No need for Quota application and Corporate permit to engage and to use a foreign employee
- Multi-entry 3 years working visa issued

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