



Cost And Requirements For Obtaining a Recruiter's License

Description

Since its inception in 2007, the issuance of the Recruiter's License by the Federal Ministry of Labour and Employment has been instrumental in shaping the landscape of labour management in Nigeria.

Governed by relevant provisions of the Labour Act CAP L1 2004 LFN, this licensure serves as a beacon of assurance, ensuring fair labour practices and promoting the government's agenda of Decent Work for all Nigerians.

Securing Your License: Navigating the Requirements

Obtaining a Recruiter's License is a meticulous process, contingent upon adherence to specific criteria tailored to your business scope:

1. **Application Submission:** Choose between the Domestic or International application form, aligning with your clientele base.
2. **Documentation:** Compile essential documents, including:
 - Application letter from the Company.

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- Properly filled Application form (downloadable from NELEX portal; www.nelex.gov.ng).
 - Evidence of payment of the application fee of N5,000 (Remita payment).
 - Memorandum and Articles of Association, with a recruitment of labour as an object clause.
 - A copy of the management profile to ascertain the competence of the management.
 - Bank Guarantee or Insurance bond reflecting the number of recruited workers.
 - Photocopy of the Certificate of Incorporation.
 - Evidence of Registration with Pension Fund Administrator in line with the Pension Reform Act of 2014.
 - Copy of the contract letter of appointment for both permanent and recruited staff.
 - Copy of the contract with client company(ies).
 - Copy of the company's Handbook/Conditions of Service.
 - Evidence of health insurance/medical allowance/medical retainership.
 - Names, addresses, and telephone numbers of Directors.
 - Evidence of registration with NSITF (Employees Compensation).
 - Training Policy for employees/recruited personnel.
 - Copy(ies) of Regulatory/Professional Certificate if recruitment is for Oil and Gas, Construction, Manufacturing, or Security Sector.
3. Professional/Inspection Fee: Prepare for professional/inspection fees ranging from N1,500,000 to N2,500,000.

Objectives Unveiled: Unlocking the Potential

Beyond mere regulatory compliance, the essence of the Recruiter's License transcends into a realm of strategic imperatives:

1. **Regulatory Oversight:** Mitigate cases of unfair labour practices and unwholesome industry norms.
2. **Operational Standardisation:** Streamline recruitment processes across diverse sectors and geographical boundaries.

3. **Governmental Vigilance:** Enable close monitoring of Private Employment Agencies (PEAs) and Labour Contractors to ensure adherence to operational standards.
4. **License Compliance:** Uphold the operational integrity of licensed entities, ensuring alignment with regulatory mandates.

Diverse Avenues: Exploring Licensing Categories

Embracing the diverse spectrum of recruitment demands, the recruiter's License offers two distinct categories:

- **Domestic Placements:** Catering to employment needs within Nigeria's borders.
- **International Placements:** Facilitating employment opportunities beyond national boundaries.

Sectors of Operation

The operational canvas of Recruiter's License spans across a myriad of industrial and economic sectors, including but not limited to:

- Agriculture, Mining and Quarrying.
- Financial and Insurance Institutions.
- Oil and Gas Industry, Manufacturing, Energy.
- Transportation, Health, Education.
- Information Communication Technology (ICT), Hospitality.
- Construction, Real Estate, Wholesale and Retail Trade.
- Social Welfare Services and others.

The Role of Pre-Registration Inspection: Ensuring Authenticity

Pre-registration inspection, conducted by the state labour office, serves a crucial purpose in confirming the genuineness of all information/documents submitted in support of the application.

This step adds an additional layer of verification, ensuring the integrity and authenticity of the licensure process.

Summary of Costs for Recruiters License Registration.

Type	Application Fees	License Fees
Domestic	N5,000	N200,000
Domestic Renewal	N5,000	N100,000
Domestic Renewal	N5,000	N200,000
International	N5,000	N300,000
International Renewal	N5,000	N300,000

Seize the Opportunity: Propel Your Business Forward

In a dynamic economic landscape, securing a Recruiter's License is not just a regulatory obligation; it is a strategic imperative.

Embrace the ethos of fair labour practices, operational integrity, and governmental compliance.

Empower your workforce, inspire confidence among job seekers, and propel your business towards a future of sustainable growth and equitable opportunities.

Category

1. Industry Insights

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