

WORK AUTHORIZATION PROCESS MAP



STEP 10: TEMPORARY RESIDENCE PERMIT

Once the residence permit application has been accepted, the applicants will be asked to return two to three weeks later to collect the temporary residence permit or "recepisse", valid for three months. If the final residence permit is not ready for collection at that stage the Bureau des Etrangers can renew the "recipisse".

STEP 9: RESIDENCE PERMIT APPLICATION

Residence permits should be applied for at the local police station responsible for the applicant's place of residence once work authorization has been received. Two copies of the required documents dated within the last three months will be needed. Processing time: 2-3 months

STEP 8: TOWN HALL CERTIFICATES

Certified copies will need to be made of some of the applicant (and family)'s original documents by the local city/town hall with jurisdiction over their residential address. This should be done within a few days of arrival.

STEP 7: IMMIGRATION MEDICAL

The applicant plus any family member over the age of 18 must undergo an immigration medical, as soon as possible, post arrival. This may be taken with a local doctor and an original medical certificate should be issued attesting that the applicant is in good health and fit for work.

STEP 6: ENTRY TO MOROCCO

The applicant (and family) may now enter Morocco with their passports and visas, which should be stamped at the port of entry. The applicant can begin work after this step.

STEP 1: INITIATION

Client initiates the case with FGI and begins collating the personal and corporate documents. FGI reviews and reverts with feedback, missing information, etc.

STEP 2: ANAPEC APPLICATION

An application should be filed for approval from the Agence Nationale de Promotion de l'Emploi et des Competences (ANAPEC) certifying that no local Moroccan candidate suits the position. ANAPEC will review the draft of the job advertisement and check the local labour market. Processing time: 2-3 months

STEP 3: LOCAL LABOUR MARKET SEARCH

An advertisement for the position to be filled should be posted in two local newspapers - one Arabic and one French - with a minimum response time of two weeks. Any position applications will go directly to ANAPEC for review. Processing time: 2 weeks

STEP 4: WORK AUTHORIZATION APPLICATION

The application is submitted to the Ministry of Labour and Professional Formation in Morocco and once approved will be issued out to the host entity. Processing time: 2-4 weeks

STEP 5: WORK VISA APPLICATION

A work visa application for the main applicant and accompanying short stay visa applications for any accompanying dependents must be submitted to the Moroccan consular post in the country of residence. Processing time: 1-3 weeks