



**MINISTRY OF LABOUR AND SOCIAL SECURITY
NEW ENGLAND VILLE, FREETOWN**

Date: 21 September, 2021.

PUBLIC NOTICE

THE MINISTRY OF LABOUR AND SOCIAL SECURITY WISHES TO INFORM THE GENERAL PUBLIC THAT IT HAS DEVELOPED A REGULATORY MECHANISM, CODE OF CONDUCT AND TRAINING MANUAL FOR OVERSEAS RECRUITMENT TO ENSURE SAFE, ORDERLY AND REGULAR LABOUR MIGRATION.

FURTHERMORE, THE MINISTRY HAS ALSO DEVELOPED RECRUITMENT LICENSE TO BE ISSUED TO PROSPECTIVE RECRUITMENT AGENCIES THAT WILL LEGALIZE THEIR STATUS FOR THEM TO CARRY OUT RECRUITMENT IN AND OUT OF SIERRA LEONE.

THEREFORE, THE MINISTRY IS CALLING ON ALL SIERRA LEONEAN AGENCIES THAT ARE INTERESTED IN OPERATING A PRIVATE EMPLOYMENT AGENCY (PEA) TO APPLY FOR THEIR LICENSE, THROUGH THE OFFICE OF THE PERMANENT SECRETARY, MINISTRY OF LABOUR AND SOCIAL SECURITY.

PRIVATE EMPLOYMENT AGENCIES EXPRESSING INTEREST FOR OVERSEAS RECRUITMENT LICENSE MUST SUBMIT THEIR APPLICATIONS WITH THE FOLLOWING ATTACHMENTS:

- BUSINESS LICENSE
- NASSIT CLEARANCE CERTIFICATE
- VALID INSURANCE POLICY
- POLICE CLEARANCE
- NRA CLEARANCE
- RECRUITMENT COOPERATION AGREEMENT
- RESUME OR CV OF THE HEAD OF APPLYING AGENCY
- COPY OF PASSPORT OF THE HEAD OF APPLYING AGENCY

THE MINISTRY STRONGLY ADVISES ALL POTENTIAL PRIVATE EMPLOYMENT AGENCIES TO COMPLY WITH THIS NOTICE AND ENCOURAGE THE GENERAL PUBLIC TO OPERATE ONLY WITH AGENCIES THAT HAVE OBTAINED LICENSE FROM THE MINISTRY.

END

