



What is KIGEP?

The Transition to Formality Programme (KIGEP) is a support scheme implemented under the “Promoting Decent Work for Syrians under Temporary Protection (SuTPs) and Turkish Citizens Project.”

It aims to promote formal employment through facilitating labour market access and building skills and competence for Syrians under temporary protection, who had to take refuge in Turkey due to the armed conflicts in Syria since 2011 as well as for Turkish citizens.

The Programme is funded by the Federal Republic of Germany through KfW Development Bank and implemented jointly by the International Labour Organization (ILO) Office for Turkey, Directorate-General for International Labour Force (DG-ILF) of Ministry of Family, Labour, and Social Services (MoFLSS), Social Security Institution (SSI) in close cooperation with social partners.

The implementation processes of the Programme are executed by SSI Strategy Development Department.



Transition to Formality Programme (KIGEP)

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For more information:

<http://www.sgk.gov.tr/wps/portal/sgk/en/home-page/mainpage>
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Who is eligible for the support?

- ▶ Employers with a registered workplace in any of the provinces of Ankara, Aydın, Bursa, Gaziantep, İstanbul, İzmir, Kayseri, Konya, Manisa Mersin and Şanlıurfa will be eligible for the support payments for hiring additional Syrian workers as well as existing or newly hired Turkish workers.
- ▶ They may file application for as many Turkish workers as the number of Syrians employed.
- ▶ Every employer will be allowed to receive monetary support for maximum 10 Syrian workers and 10 Turkish citizens.

What is the scope of support?

Employers will be paid 1,000 TRY monthly for 6 months per SuTP and Turkish citizen for a total of 1,545 SuTPs and 1,545 Turkish citizens, and one-off payment of 457.10 TRY for work permit fee for each SuTP up to 1,530 SuTPs. The amount set for work permit fees and support payments are valid for 2020. The support payment equal to 1,000 TL under the Programme will be in addition to other employment incentives provided by the State.

How to benefit?

Any employer, fulfilling their obligations under the labour and social security legislation, may apply to the Programme for Syrian and Turkish workers employed. It is necessary to have equal numbers of Syrian and Turkish workers or more Syrian workers than Turkish workers to benefit from the Programme. It is necessary to employ the workers full-time (by paying social security contributions for at least 20 days, except for valid reasons), and fully pay their premiums.

What are the requirements for employers to receive the support, and how will it be paid?

To receive the support, employers:

- ▶ Must employ the employees continuously,
- ▶ Pay their social security premiums and
- ▶ Have no outstanding debts to SSI.

The support payments will be transferred to the employer's (company or sole proprietorship) existing account at Vakıfbank or to be newly opened one, 60 days following the premiums are paid.

How long can employers benefit from the support?

Employers can receive for maximum 6 months of support payments under the Programme.

Will the support payments be changed?

The amount of monetary support will not change for 6 months, and not be affected by the increase in minimum wage.

How to apply for the support payment?

- ▶ At SSI website (www.sgk.gov.tr) click the following link for KIGEP: <https://uyg.sgk.gov.tr/AvrupaBirligiveDisIliskilerProjePortali/KigeppBasvuru/home.xhtml?faces-redirect=true>. The link will redirect the applicant to e-Government application. Fill in the required information to complete the online application.
- ▶ Following the web application, once the employer is notified by telephone that s/he is eligible for preliminary registration; the employer shall apply for work permits for Syrian(s) whom s/he wishes to employ, before visiting the Project Office at SSI Provincial Directorates. The following links provides the steps for work permit applications: <https://www.ailevecalisma.gov.tr/media/6360/gecicikoruma.jpg>
- ▶ The preliminary registration will be completed upon application to the Project Office at SSI Provincial Directorates with a document indicating that the work permit application has been filed.
- ▶ Following the grant of work permit, prepare necessary documents and apply to the Project Office; and following the completion of final registration, a contract will be signed.

When and why will the support payment be stopped?

The purpose of KIGEP is to promote a culture of formal employment and encourage employers to fulfil their social security obligations. Therefore, where any employer fails to fulfil their social security obligations to SSI, their claims on account of the Programme will be set off against their debts to SSI. Where beneficiaries fail to timely pay their said debts, SSI reserves the right to exclude any such beneficiary from the Program following the offset.

Further, the support payments will be terminated where it is established, through a system check, that Syrian or Turkish workers are no longer insured or that they are not actually employed through a workplace visit.

