

Article 50
(Certification of employment registration without a work permit)

(1) Aliens referred to in Article 77 Paragraph (1) of the Law may work in BiH without a work permit on grounds of previously acquired certification of employment registration throughout the validity of their visa, non-visa or approved temporary residence for a period not exceeding 90 days within a calendar year.

(2) Aliens referred to in Article 77 Paragraph (2) of the Law may work in BiH without a work permit on grounds of previously acquired certification of employment registration throughout the validity of their visa, non-visa or approved temporary residence.

(3) Aliens referred to in Paragraphs (1) and (2) herein shall obtain their certification of employment registration in advance. An alien would be allowed to work in BiH only after a certification of employment registration has been issued to him/her.

(4) Request for issuance of certification of employment registration shall be submitted by the alien himself/herself, his/her employer or the person using services of the alien, on a prescribed form, and handed to the competent organisational unit of the Service. Application form for issuance of certification of employment registration is an integral part of this Rulebook as **Form number 17**.

(5) Prior to issuance of an employment registration certification, competent organisational unit of the Service shall examine its official registries and conduct operational checks in field to confirm the veracity of the applicant's statements and determine the validity of submitted documentation.

(6) A certification of employment registration shall not be issued unless the application's supporting documentation provides for a clear establishment that conducted businesses are in accordance with Article 77 Paragraphs (1) and (2) of the Law, and the operational checks confirm that the alien's stay and work are in accordance with the purpose stated in the application for issuance of a certification of employment registration and its supporting evidence. In case of non-issuance of a certification of employment registration, the applicant shall be orally informed on the reasons for it, and the fact would be noted in his/her case file.

(7) A copy of the certification of employment registration shall be provided to both the alien and his/her employer.

(8) Application form for certification of employment registration is an integral part of this Rulebook as **Form number 18**.

Article 51
(Certification of employment registration for key persons)

Key persons referred to in Article 77 Paragraph (1) Item a) and Paragraph (3) of the Law shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) a contract on work or other relevant documentation to evidence the type of work that he/she would conduct,
- c) evidence confirming the status of the key person in a legal entity, and, if needed, the evidence on his/her exceptional knowledge of the matter of importance for the work of the legal entity,
- d) evidence on duly paid administrative taxes.

Article 52

(Certification of employment registration for university professors and scientists)

University professors, scientists undergoing a scientific or professional development/representing international organisations/taking part in implementation of scientific-research projects relevant for BiH, referred to in Article 77 Paragraph (1) Item b) and Paragraph (3) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence on being engaged at a BiH university as a lecturer or a scientist conducting a research/undergoing professional development/representing an international organisation/taking part in implementation of a science-research project of relevance for BiH with indicated timeframe and capacity of engagement,
- c) evidence on duly paid administrative taxes.

Article 53

(Certification of employment registration for artists, authors, cultural performers and their technical staff)

Artists, authors, cultural performers and their technical staff, referred to in Article 77 Paragraph (1) Item c) and Paragraph (3) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) a contract of engagement concluded with a physical or legal entity in BiH that is registered for such activities, whereas the artists engaged on the estrade would require a contract with an organizer or mediator registered for such activities with accompanying rights and obligations of the contractual parties within specified timeframe of the engagement,
- c) evidence on duly paid administrative taxes.

Article 54

(Certification of employment registration for experts in field of cultural heritage, library science and archive science)

Experts in field of cultural heritage, library science and archive science, referred to in Article 77 Paragraph (1) Item d) and Paragraph (3) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence on his/her engagement in field of protection of cultural heritage, library science and archive science indicating the type of conducted activities within specified timeframe of the engagement,
- c) evidence on duly paid administrative taxes.

Article 55

(Certification of employment registration for aliens delegated by a foreign employer to conduct professional training and education of persons working for physical or legal entities seated in BiH)

Aliens delegated by a foreign employer to educate and professionally train the persons working for physical and legal entities seated in BiH, as referred to in Article 77 Paragraph (1) Item e) and Paragraph (3) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence that the alien was delegated to conduct professional training and education of persons working for physical or legal entities seated in BiH,
- c) evidence issued by the physical or legal entity seated in BiH that the alien was admitted to conduct professional training in BiH within specified timeframe with indicated rights and obligations of the contractual parties.
- d) evidence on duly paid administrative taxes.

Article 56

(Certification of employment registration for aliens arriving to BiH to obtain professional training, education or internship)

Aliens arriving to BiH to obtain professional training, education or internship in a diplomatic mission or consular office accredited in BiH, as referred to in Article 77 Paragraph (1) Item f) and Paragraph (3) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence that the alien was admitted to obtain professional training, education or internship in a diplomatic or consular office accredited in BiH, institution in BiH or physical entity seated in BiH, with indicated timeframe of his/her professional training, education or internship,
- c) evidence on duly paid administrative taxes.

Article 57

(Certification of employment registration for aliens responsible for delivery, installation and servicing of machinery and equipment)

Aliens responsible for the delivery, installation and servicing of machinery and equipment, as referred to in Article 77 Paragraph (1) Item g) and Paragraph (3) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) a contract or agreement on cooperation between the legal entity engaging the alien and the legal entity deploying the alien to BiH to indicate the alien's engagement in the delivery, installation or serving of machinery and equipment within specified timeframe,
- c) evidence on duly paid administrative taxes.

Article 58

(Certification of employment registration for alien lecturers at conferences and seminars)

Alien lecturers at conferences and seminars referred to in Article 77 Paragraph (1) Item h) and Paragraph (3) of the Law shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) an invitation of organiser of a conference or seminar taking place in BiH,
- c) evidence that the alien is engaged as lecturer on the conference or seminar in BiH within specified timeframe,
- d) evidence on duly paid administrative taxes.

Article 59

(Certification of employment registration for aliens participating in fairs or exhibitions)

Aliens taking part in fairs or exhibitions on behalf of their employer, as referred to in Article 77 Paragraph (1) Item i) and Paragraph (3) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) an invitation of organiser of a fair or exhibition with specified timeframe of the alien's engagement at the fair or exhibition,
- c) evidence on duly paid administrative taxes.

Article 60

(Certification of employment registration for aliens employed at circuses or amusement parks)

Aliens employed at circuses or amusement parks, referred to in Article 77 Paragraph (1) Item j) and Paragraph (3) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence on the alien's engagement within specified timeframe,
- c) evidence on duly paid administrative taxes.

Article 61

(Certification of employment registration for alien physicians engaged to perform specialist examinations)

Alien physicians arriving to Bosnia and Herzegovina upon an invitation of a BiH healthcare institution to perform specialist examinations and other medical services, referred to in Article 77 Paragraph (1) Item k) and Paragraph (3) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence that the alien was invited by a healthcare institution in BiH,
- c) a contract/an agreement on engagement concluded between the alien and a healthcare institution in BiH within specified timeframe,
- d) evidence on duly paid administrative taxes.

Article 62
(Certification of employment registration for seasonal workers)

(1) Aliens arriving to BiH as seasonal workers within a contract on work concluded between the alien and an employer from BiH, referred to in Article 77 Paragraph (1) Item m) and Paragraph (3) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) a contract on work concluded between the alien and an employer from BiH,
- c) evidence on duly paid administrative taxes.

(2) An alien referred to in Paragraph (1) herein would not be issued with a certification of employment registration unless the preconditions of Article 69 Paragraphs (3) and (7) of the Law are met.

Article 63
(Certification of employment registration for company founders)

Aliens arriving to BiH as founders of a company or enterprise seated in BiH, as referred to in Article 77 Paragraph (1) Item m) and Paragraph (3) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) the Decision on Registration of the Legal Entity in the Court Registry,
- c) a contract on work or another evidence indicating the type of business that the alien would conduct,
- d) evidence that the company or enterprise employs a minimum of five BiH nationals per each employed alien, including the company's founder,
- e) evidence that the employer pays gross salary for each employee in the amount not lesser than an average gross salary in BiH,
- f) evidence of a competent tax administration on settled tax obligations in BiH and evidence of the Indirect Taxation Authority not older than 90 days that the business company or enterprise has settled its indirect taxation obligations,
- g) evidence on duly paid administrative taxes.

Article 64
(Certification of employment registration for experts, professors and lecturers)

Aliens arriving to BiH as experts, professors and lecturers from foreign cultural and educational institutions to be professionally engaged within a project concerning cultural or educational cooperation, referred to in Article 77 Paragraph (2) Item b) and Paragraph (5) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence that the alien is an expert, professor or a lecturer of a foreign cultural or educational institution,
- c) evidence that there is a program on cultural and educational cooperation, along with evidence on the alien's engagement within specified timeframe,
- d) evidence on duly paid administrative taxes.

Article 65

(Certification of employment registration for civil, police and military officials)

Aliens arriving to BiH as civil, police and military officers for employment in BiH grounded on a cooperation agreement with BiH authorities, referred to in Article 77 Paragraph (2) Item c) and Paragraph (5) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence that the alien is a civil or military officer of a foreign government arriving to BiH to be employed grounded on a cooperation agreement with the BiH authorities, along with evidence on the alien's engagement within specified timeframe,
- c) evidence on duly paid administrative taxes.

Article 66

(Certification of employment registration for members of international scientific missions)

Aliens arriving to BiH as members of international scientific missions to conduct a research in BiH approved by the BiH Council of Ministers, as referred to in Article 77 Paragraph (2) Item d) and Paragraph (5) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence that the alien is engaged as a member of an international scientific mission within specified timeframe,
- c) evidence that the research in BiH was approved by the BiH Council of Ministers,
- d) evidence on duly paid administrative taxes.

Article 67

(Certification of employment registration for representatives of religious communities)

Aliens arriving to BiH as members of religious communities registered in BiH to perform tasks unambiguously relating to the religious service, as referred to in Article 77 Paragraph (2) Item e) and Paragraph (5) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence on registration of the religious community,
- c) a certificate of the religious community indicating that the alien was engaged to conduct activities unambiguously relating to religious service within specified timeframe,
- d) certificate from the religious community committing itself to bear accommodation costs, medical costs, ensure support and cover other costs which may arise due to the alien's stay in BiH, as well as costs of surveillance, voluntary departure or forcible removal, and other costs pertaining to departure of the alien from Bosnia and Herzegovina,
- e) evidence on duly paid administrative taxes.

Article 68
**(Certification of employment registration for
foreign correspondents and foreign media reporters)**

Aliens arriving to BiH as foreign correspondents and foreign media reporters, referred to in Article 77 Paragraph (2) Item f) and Paragraph (5) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence that the alien is a foreign correspondent accredited in BiH or a foreign media reporter,
- c) evidence of his/her engagement in BiH within specified timeframe,
- d) evidence on duly paid administrative taxes.

Article 69
**(Certification of employment registration for aliens conducting activities for the needs of the
defence, legal system, state security or professional specialization on the subject)**

Aliens arriving to BiH grounded on an agreement with the BiH Council of Ministers, the BiH Ministry of Defence, the BiH Ministry of Justice or the Ministry to conduct activities for the needs of the defence, legal system or state security or to undergo professional specialization on the subject, as referred to in Article 77 Paragraph (2) Item g) and Paragraph (5) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence that an agreement was signed with the BiH Council of Ministers, the BiH Ministry of Defence, the BiH Ministry of Justice or the Ministry,
- c) evidence that the alien is conducting activities for the needs of the defence, legal system or state security or that the alien is being professionally specialized on the subject with indicated type of work s/he will perform and specified timeframe of the engagement,
- d) evidence on duly paid administrative taxes.

Article 70
**(Certification of employment registration for aliens engaged in projects of significance for BiH
or delegated to work in BiH based on a contract)**

(1) Aliens engaged as experts in projects of significance for BiH or as key persons in implementation of a project or who are deployed to work in BiH for a specific period of time pursuant to a contract concluded between a foreign employer and BiH beneficiary under an international tender, as referred to in Article 77 Paragraph (2) Item h) and Paragraph (5) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence of the competent authority that the project is of significance for BiH,
- c) evidence that the alien is engaged in implementation of the project with indicated type of work he/she would perform within specified timeframe,
- d) evidence on duly paid administrative taxes.

(2) An alien referred to in Paragraph (1) herein delegated to work in BiH during a specific period of time pursuant to a contract concluded between a foreign employer and BiH beneficiary under an international tender shall support his/her certificate of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence on being sent to work in BiH for a specific period of time pursuant to a contract concluded between a foreign employer and BiH beneficiary under an international tender,
- c) evidence on duly paid administrative taxes.

Article 71

(Certification of employment registration for aliens residing in BiH on grounds of an international agreement to which BiH is a contractual party)

Aliens arriving to BiH on grounds of an international agreement to which BiH is a contractual party, referred to in Article 77 Paragraph (2) Item i) and Paragraph (5) of the Law, shall support an application for certification of employment registration with:

- a) a copy of the alien's travel document, not necessarily verified,
- b) evidence from the competent authority that the alien is required for implementation of an international agreement to which Bosnia and Herzegovina is a contractual party,
- c) information on the alien's function in implementation of the agreement within specified timeframe of engagement,
- d) evidence on duly paid administrative taxes.