

## **Additional Requirements In Respect of Immigration Quotas - Ghana Investment Promotion Centre (GIPC)**

The Ghana Investment Promotion Centre (GIPC) has issued additional requirements to be complied with, when requesting automatic immigration quotas from the Centre.

### **What's new!!**

With immediate effect; all applications for employment quotas must be reinforced by meeting the following requirements:

- Curriculum vitae of the employee
- Bio-data pages of the passport of the employee

*The additional requirements;*

- Contract of employment of the employee
- Half-yearly financial and audit report of the employer
- Banker's draft of the relevant fees.

### **Employers must note that:**

- The above requirements are compulsory;
- The banker's draft has to be paid when the request for the quota is submitted; not after the quota has been granted;
- The half-report must be signed accordingly and sent to the Chief Executive Officer of GIPC, Accra, Ghana.
- The requirements affect only requests for automatic employment quotas from the GIPC.

### **Our take:**

- This is a measure by the GIPC to austerely implement and make mandatory the relevant requirements as provided by law. It is worth noting that in the current scheme of things, requests for employment quotas which do not meet the terms of the requirements will not be granted.
- The impact on processing time is not known. GT Legal does not anticipate that the additional requirements will unreasonably elongate current processing times, if they in fact do.
- In accordance with the guidelines provided by the GIPC, we have provided below a suggested layout of the half-yearly report. The content should include but not limited to the following where applicable:
  - Date of Registration with GIPC
  - Location of the Business (indicate change of business location)
  - The ownership structure and directorship (indicate any changes in the shareholding structure or directorship; are the shareholders the same as the directors?)

- The project concept (Object of the business) – brief description of the company’s activities
- Stated capital
- Change in stated capital (New capital) – what is the new capital?
- Foreign Loan – Has the company contracted any foreign loan?
- Technology transfer – has the company signed any Technology Transfer agreement?
- Operations – new projects, new branches, employment level
- Challenges – what challenges has the company faced?
- Performance – how well has the company performed over the period under review?

### **Conclusion**

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