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	Subject: foreign experts in Israel

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## **Procedure for Handling Applications for Employment Permits and Work Licenses for Foreign Experts**

**English translation – in case of discrepancies, the Hebrew version will be binding**

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### **A. General**

1. The Foreign Workers Law, 1991 (hereinafter, “Foreign Workers Law”) authorizes the “commissioner”, as defined in section 1 of the law, who is the director of the Authority or an employee authorized by him, to permit the employment of a “foreign worker”, in accordance with section 1m of the Foreign Workers Law (hereinafter, “Permit” / “Employment Permit”).
2. A “foreign worker expert” (hereinafter, “expert”) is a foreign worker with a unique expertise that is not available in Israel, whose employment has been permitted by the commissioner, at his sole discretion and under the terms prescribed by him, and considering, inter alia, the international commitments of the State of Israel, the provisions of the law, relevant government decisions and nature of the labor market in various fields and employment regions.

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3. The provisions of this procedure shall not derogate from the provisions of the law and its regulations and any relevant government decisions.
4. The employment of an expert in Israel is permitted only after the employer has obtained an employment permit from the Permits Department and in accordance with its terms, and after the expert has obtained a visa with a "B/1 Expert" type stay and work license (specifying the approved profession of employment), in accordance with section 2 (c) of the Entry into Israel Law, 1952 (hereinafter, "Entry into Israel Law") and its regulations.
5. **Employment permit and work license should be obtained prior to the arrival of the expert in Israel**, including in cases where the expert is a citizen of a country specified in the Entry into Israel Order (Visa Exemption), 1974 (hereinafter, "country exempt from advanced visa and visit license"), and after adhering to the provisions specified in this procedure.
6. Generally, a change from any type of license to a type B/1 expert license shall not be allowed while the expert is staying in Israel.
7. An expert shall not be allowed to work in any other sector while staying in Israel.
8. An expert whose employer's request for an employment permit has been approved shall be required to enter and leave Israel only from the Ben Gurion entry point.
9. In cases where the expert's country of origin / citizenship is defined as a review country by the security services, the application form shall be transferred to the security services for review and recommendation, prior to the approval of the application.
10. Generally, an expert whose employment has been approved in accordance with this procedure may request, while staying in Israel, to be joined by family members of the first degree. **An exception to this rule shall be cases of expert whose employment permit specifies a profession that does not require academic education, whose employment has been approved following an undertaking by the employer for the payment of wages that are at least double the average wage, as well as experts arriving in Israel to perform a temporary task for a period of up to 90 days. Such experts may not be joined by family members and a comment to this effect shall be noted in the issued employment permit.**
11. **A foreign worker arrives in Israel for temporary work only, and is required to leave Israel at the end of his license period. The work license of a foreign worker shall not be extended beyond 63 months from the date of his first entry into Israel with a B/1 visa and work license.**
12. The Authority may cancel the license and/or the permit issued to an expert or an employer, subject to a hearing, in any case of failure to fulfill the relevant procedures, failure to fulfill terms of the permit and/or the terms of the license, failure to provide full and accurate

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information, and/or if a detailed recommendation is received from a public authority to cancel such license and/or permit, and all in addition to any other legal sanction.

13. An employer holding an employment permit shall inform the relevant official at the Immigration Authority about any substantial change of an application submitted by him for a permit, a visa or a license for a foreign expert, within 7 days from the date of such change.

## B. The aim of the procedure

1. The aim of this procedure is to regulate the application process of an employer for a permit to employ a foreign expert and extending such employment permit, and the process of submitting an application for a visa and a license to stay and work in Israel for a foreign expert and extending such visa and license, as well as the process of handling such applications by both the Permits Department of the Employer and Foreign Workers Services Administration (hereinafter, "Permits Department") and the Local Authorities Bureaus (hereinafter, "the Bureaus") of the Population and Immigration Authority (hereinafter, "the Authority").
2. **This procedure does not apply to foreign experts invited to work in Israel temporarily for a period of up to 45 days per year, who hold a valid passport of a country whose citizens are exempt from an advance tourist visa** in accordance with the Entry into Israel Order (Visa Exemption), 1974. In case of such experts, procedure no. 5.3.0040, "Pilot procedure for the expedited handling of applications to employ a foreign expert who is a citizen of a country whose citizens are exempt from obtaining a tourist visa prior to entering Israel, who is invited to Israel for a period of up to 45 days per year", shall apply.
3. If any specific procedure exists among the procedures of the Authority regarding particular types of experts, **this procedure shall apply together with the specific procedure.**

## C. Submitting an application for an employment permit and the terms of employment permits

1. Applications for a permit to employ a foreign expert shall be submitted to the Permits Department of the Authority at the address specified on the Authority's website at [www.piba.gov.il](http://www.piba.gov.il) (hereinafter, "the Website").
2. Submitting an application involves payment of an application fee and completion of an application form with an accompanying statement (supplements C and D). The form and its supplements, including confirmation of a paid application fee, shall be sent to the Permits Department at the address specified on the Website, or submitted manually during the reception hours of the Permits Department, specified on the Website.
3. In general, an application for a permit to employ a foreign expert shall be submitted by a company / partnership / licensed business lawfully registered in Israel, and the applicant shall

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attach to its request an extract of registration of such company / partnership / business, as the case may be. If the requesting Employer is a foreign company with no branch / office in Israel (hereinafter, a “foreign company”), a power of attorney certified at an Israeli mission abroad, shall be required, authorizing the submitter to handle the application on behalf the foreign company. It should be emphasized that in cases where the request is submitted by a foreign company, the Authority, at its sole discretion, may demand that a concurrent application be submitted by the relevant Israeli company.

4. A permit for the employment of a foreign expert shall be provided only for an expert in one of the following categories, as established in government decision 3021 of January 6, 2005, and amended by government decision 4024 of July 7, 2005, and at the discretion of the commissioner. If a permit is provided for the employment of an expert in a specific category, the following terms shall apply in each category:

a. **Manager, senior representative or trusted employee of a foreign or international company**

– for this purpose, a “manager” shall mean “a person direct the organization or its department and are in a senior level position responsible for the service providing functions of the organization by supervising and controlling and having also authority to hire and fire personnel or recommend such and other personnel actions. A foreign or international company shall not be permitted to employ more than 2 foreign workers who are senior representatives or senior trusted employees. A permit in accordance with this section shall be issued, inter alia, subject to the recommendation of the Foreign Trade Administration at the Ministry of Economy and Industry.

b. **A senior member of staff in a foreign airline or shipping company** – in accordance with the international commitments of the State of Israel.

c. **Lecturer or researcher in an institute of higher education, a request submitted by an institute of higher education**

– for this purpose, “institute of higher education” shall mean one of the following: an institution recognized by section 9 of the Board of Higher Education Law, 1961, an institute that obtained a permit or approval in accordance with section 21a of the aforementioned law, or an institution awarding degrees that are recognized by section 28a of the aforementioned law. A permit application for employment in this category shall be accompanied by a confirmation from the Board of Higher Education that the institute is an institute of higher education, as specified above.

c.1. **A researcher employed in the framework of a Framework Program of the European Union which Israel has joined-** (as per section 9 of Government Decision No. 2292 dated 15.1.2017) – An application for a permit to employ a foreign researcher under this section may be filed by an Israeli employer holding written certification from **the Israel Innovation Authority, which states that the employer receives a grant on the basis of and funded by a Framework Program of the European Union, which the State of Israel has joined and is**

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obligated to, and that the work conditions of the foreign researcher will be paid according to the rules of the above European Framework Program or as per Israeli labor law, according to the superior obligatory rules or conditions.

- d. **Medical intern or expert at a hospital** – an application to employ a doctor or a nurse as part of a hospital internship or to employ an expert doctor in a hospital, shall be examined only if accompanied by a recommendation from the Ministry of Health. Furthermore, in according with the government decisions specified above, no more than 50 permits per year shall be issued for the employment of medical employees who are not doctors.
- e. **Diamond merchants** – applications to employ a manager or a trustee in the field of diamonds shall be submitted only through the diamond supervisor at the Ministry of Economy and with his recommendation.
- f. **Foreign photographer or correspondent** – applications shall be submitted only through the Government Press Office and subject to a special procedure.
- g. **Foreign artists** – applications to employ foreign artists shall be issued generally for the employment of artists who are highly reputable in their field or to employers that are highly reputable bodies in their field, and for short periods of three months or less, in accordance with the requirements of the show/work for which they are invited in advance, and at the discretion of the commissioner. Applications shall be accompanied by certificates confirming the reputation of the artists and the employer submitting the application, as well as the details of the show/work for which the artist is invited. The commissioner may request the opinion of the Israel Union of Performing Artists regarding such applications.
- h. **Foreign experts arriving in Israel for short periods of up to 90 days for the performance of a temporary or provisional task** – (up to 300).
- i. **“Expert wages” expert** – with proven high level of expertise or essential knowledge for the service provided by the employer and unavailable in Israel, where the base monthly wages paid to such foreign expert is not lower than twice the average wages of a salaried employee. The commissioner may condition the issue of a permit upon an undertaking to pay higher wages than specified above, if the average normal wages in the industry in which such foreign expert is required is higher than the national average, at his sole discretion. For the purpose of employing such an expert the following provisions shall apply:
  - 1. **Base wages** – base gross wages for a regular position before any payment for overtime or additional shifts. Calculation of additional payment by an employer to its employee for overtime shall be based on the aforementioned base wages.

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Double the average wages for a salaried employee – calculation of wages for each calendar year shall be made based on the average wages for a salaried employee published in January of each year by the National Insurance Institute of Israel.

Permitted deduction from wages – in calculation wages, no deductions shall be made for adequate accommodation or additional sums, and no deductions shall be made for medical insurance in sums exceeding the sums specified in the valid Foreign Workers Regulations (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Rate of Deduction from Wages for Adequate Accommodation), 2000, and Foreign Workers Regulations (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Rate of Deduction from Wages for Medical Insurance Fee), 2001.

Payment of wages with money equivalent – payment of part of the wages with food and beverages supplied to the expert employee at the place of work shall be made only after obtaining the written consent of the employee, and shall not exceed the market value of such food and beverages based on receipts, and such payment shall be made in accordance with the Wages Protection Law, 1958.

Option or stock value – shall not be considered as part of the wages for the purpose of meeting the payment of the aforementioned base wages.

2. Without derogating from the Authority's competency to set rules and conditions at its discretion for the issue or extension of employment permits and work licenses, it should be emphasized that if the expertise of the foreign expert in this category is in a field that does not require academic education, the following provisions shall apply:
  - 1) The commissioner or an authorized official acting on his behalf, may require, as a condition for considering the issue of a permit, that the following condition are met and documents submitted:
    - a. Deposit of a guarantee for the payment of the expert's wages in a sum to be determined but not lower than the sum of two months wages of the foreign expert.
    - b. The signature of the foreign expert on a legal statement in his native language and translated to Hebrew, confirming his awareness that he may not transfer to a different sector after his arrival in Israel.
    - c. Other contracts and confirmations guaranteeing the lawful recruitment of the foreign worker in his country of origin and absence of any illegal brokerage fees.
    - d. A legally certified copy of a work agreement signed by the employee and the employer, in which the employer undertakes to pay the employee "expert

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wages”, and accompanied by a lawyer's confirmation that the terms of the agreement conform to the labor laws of Israel and the employers obligations to the Population and Immigration Authority.

- e. The written consent of the employer to transfer the request documents and their supplements, including the abovementioned contracts and statements, to the foreign expert, if requested.
- 2) A basic condition for the validity of any issued permits shall be that employee wages shall be paid to a bank account in Israel, in which no third party other than the foreign employee has authorization or power of attorney, and that the employer shall keep the bank's approval of wages deposits and provide such approvals to the authorities upon request.
  - 3) Without derogating from the above, and without derogating from the provisions of this procedure regarding experts receiving expert wages and employed in professions that do not require a higher academic education, for the purpose of an application to employ a foreign expert for expert wages as an expert chef, the following terms shall apply:
    - a. A permit for the employment of a foreign chef for expert wages shall be issued only for restaurants serving purely ethnic Asian food. The applicant shall be required to make a statement to this fact and attach updated menus of the restaurant. As a rule, decisions regarding such applications shall be made only after an inspection to the restaurant to ascertain the nature of the restaurant and its conditions.
    - b. If a permit for the employment of an expert chef for expert wages in an ethnic Asian restaurant is issued, and any changes are made to the food served in the restaurant or to the menu, so that the restaurant can no longer be said to be serving purely ethnic Asiatic food, such permit shall be immediately invalidated and the restaurant shall be required to terminate the employment of any foreign chefs, notify the Permits Administration in writing about such change and pay the foreign chefs all rights in accordance with the law and any contract.
    - c. Serving a small number of children dishes that are not ethnic Asian shall not detract from the restaurant's status as an ethnic Asian restaurant.
    - d. Foreign chefs shall only be employed as chefs at the restaurant at the address specified in the permit request and the permit, and shall not be employed in any other position.

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- e. The holder of a permit may transfer the foreign chef for which the employment permit has been issued to work as a chef in other Asian restaurants owned by him, provided that such restaurants have a valid permit to employ foreign chefs, or in other restaurants in a chain of restaurants with a permit to employ such foreign experts, even if exceeding the number of foreign chefs specified in each permit, provided that such chef has a valid work license, and after obtaining a written authorization from the Permits Administration for such transfer.
3. If the employment of a foreign expert for foreign wages in a profession that does not require higher academic education is terminated prior to the end of the permit period of the permit issued to an employer, for any reason, and the employee has not left Israel permanently, such employer shall notify the Authority in writing about the employment termination and the reason thereof within 7 days from the date of such termination.

The employer may not employ another foreign expert in place of the foreign expert whose employment has been terminated for a period of 3 years from the date of written notification regarding the termination of employment, unless the commissioner finds, upon written request submitted by the employer and accompanied by authorizations of expert wages deposits made to a bank account in the name of the foreign expert alone, that special circumstances exist to allow the replacement of a foreign expert with another foreign expert, and under the terms specified by the commissioner.

#### **5. Submitting an application for a permit:**

- a. Applications shall be accompanied by the following documents (original or certified copies by a lawyer / accountant):
- 1) A relevant statement, as specified in the request form, signed by an authorized representative of the applicant in the presence of a lawyer or a consul, as the case may be.
  - 2) An updated printout specifying the details of the employer from the companies / partnerships / business registrar, as the case may be.
  - 3) If the employer is a local company, the following shall be attached:
    - A certified copy by an accountant or lawyer of form 102 submitted to the National Insurance Institute regarding Israeli employees for the previous three months.

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- Confirmation from the auditing accountant of the company that the company is active and that a going concern warning has not been issued for the company during the previous tax year.
- 4) If the employer is a foreign company without a branch or office in Israel, a notary power of attorney shall be attached, confirmed at an Israeli mission abroad, authorizing the Israeli representative to handle the application on behalf of the employer.
  - 5) A detailed and signed explanation letter regarding the need to employ a foreign expert and the documents supporting the claims specified in the letter, including any documents confirming support from any governmental bodies, if any, and any other documents supporting the application of the employer and the expertise of the expert, such as a description of the foreign company, the Israeli company, the nature of the project and the position to be held by the foreign expert in Israel.
  - 6) When the application is the first request filed to employ a particular expert - CV and diplomas specifying the education, experience, reputation and/or expertise of the expert whose employment is requested. Documents in languages other than Hebrew or English shall be accompanied by a notarized translation. In case of a request to employ an expert wages expert in a profession that does not require higher academic education, the application shall be accompanied by a certified copy of the brokering license of the private brokering office that engaged the worker in his country of origin and/or a confirmation from the local ministry of labor that such brokerage was conducted in accordance with the law, a conditional employment contract between the applicant and the employee, and a confirmation by an Israeli lawyer that the provisions of such contract conform to Israeli law, the procedures of the Authority and the commitments of the employer in his applications.
  - 7) In case of applications to extend a permit to employ a foreign expert for expert wages and applications to replace or add such expert to an employer already employing foreign experts – a confirmation from an accountant shall be attached, confirming the payment of expert wages in the previous permit year for all foreign experts in expert wages employed by the company, undertaking to pay expert wages in the 12 months before the submission of the application, in accordance with a list specifying the names of all experts attached to the request. If several such applications are submitted within 6 months from the date of the accountant's confirmation, the Authority may be satisfied with a single accountant confirmation for all such applications submitted within 6 months.
  - 8) In case of an application to extend a permit for the employment of an expert wages expert in a profession that does not require academic education, in addition to an accountant confirmation, the employer shall attach copies of pay slips and expert wages

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deposits to the bank account of the foreign expert in Israel, for the 3 months before the submission of the application, as well as a bank confirmation that no party other than the foreign employee has any power of attorney or authorization in such bank account.

- 9) Payment confirmation for the application fee in accordance with the Foreign Workers Law and the table of fees, as published in the Authority's website (such sums are updated each year in accordance with the consumer price index).
- b. The conformity of applications to terms and requirements shall be examined once received by the Permits Department. If required, the applicant shall be asked to supply additional documents and make amendments to the applications or its supplements, within 21 work days from the date of receiving the application. If such additional documents or amendments are not supplied within the prescribed period, the processing of the request will be terminated and the Authority may reject it.
- c. After any additional documents have been submitted within the prescribed period, the application shall be submitted for a decision of the commissioner or an authorized official on his behalf, or to a review by an advisory committee (as the case may be) that will recommend a decision to the commissioner. Generally, decisions shall be made within 30 work days from the date of receiving any additional documents. If the opinion of a recommending party is required or if the advisory committee requests further additional documents, the decision will be made within 30 days from the date of receiving such opinion or further additional documents. The recommendations of the advisory committee shall be submitted to the approval of the director of the Authority.
- d. For the purpose of this procedure, the members of the advisory committee shall consist of a representative of the Permits Department of the Authority (committee chairperson), a representative of the Registration and Status Department of the Authority, a representative of the Enforcement Administration of the Authority, a representative of the Professional Training Department of the Ministry of Economy and a representative of the Industries Administration of the Ministry of Economy. The committee's coordinator shall be an employee of the Permits Department. The legal advisor of the committee shall be the legal advisor of the Legal Bureau of the Authority. Committee sessions may be held with the presence of at least two members of the committee, of which one is a representative of the Authority. The committee may hold phone or electronic mail discussions, at the discretion of the committee's chairperson, for the purpose of reaching a recommendation. The recommendations of the advisory committee shall be submitted to the approval of the director of the Authority.
- e. In case of applications for which the commissioner or an authorized official on his behalf believes that the opinion of professional bodies is required (Enforcement Administration, Foreign Trade, government ministries, etc.), such applications shall be submitted to the

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decision of the commissioner or the advisory committee only after obtaining such opinion. To clarify, any application by a foreign or international company for a permit to employ a foreign expert in Israel shall be submitted for an opinion of the Foreign Trade Administration of the Ministry of Economy. In general, a decision regarding the application shall be made within 21 work days from the date of obtaining such opinion.

- f. If an application is approved, the Permits Department shall issue a permit for the employment of a foreign expert, valid in accordance with the terms of this procedure and any terms specified in the permit, the application and any accompanying documents to the permit. The employer shall be referred to the relevant Bureau of the Authority, as specified in the permit, in order to submit an application for a stay and work license for the requested foreign expert.
- g. Approved permits shall first be valid for a maximum period of up to two years for employers of experts recognized as managers, senior representatives or trusted employees of foreign or international companies, experts for expert wages in professions requiring higher academic education, lecturers / researchers in higher education institutes, **researchers employed in the framework of a Framework Program of the European Union which Israel has joined**, medical interns or experts in hospitals, senior staff in shipping or airline companies, and all subject to the required period in accordance with the application and at the discretion of the commissioner. In case of other experts, including foreign experts whose employment has been approved in fields that do not require higher academic education, with an undertaking to pay expert wages, permits shall be valid for a maximum period of up to one year, in accordance with decision of the commissioner. The validity of permits may be extended for maximum periods as specified in the permit when first issued, but not more than an accumulated period of 63 months for a foreign expert working in Israel under a B/1 work license.
- h. If the commissioner decides to reject a permit, the rejection shall be updated in the "Aviv" file and a detailed letter explaining the rejection shall be sent to the applicant or its lawyer.

#### **D. Issuing a B/1 visa and work license for a foreign expert**

1. Applications for visas and stay and work licenses in accordance with the Entry into Israel Law shall be submitted at on the Bureaus of the Authority, at the address specified in the employment permit issued to the employer. **For the purpose of submitting an application the following terms and conditions should be fulfilled:**
  - a. The presence of the holder of the permit at the Authority's Bureau in person, or a representative thereof with a notarized power of attorney.
  - b. A VIS/1 visa and entry license application form (supplement A) and an application for a VIS/3 stay and work license shall be completed for the expert.

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- c. A photocopy of the expert's foreign passport, valid for at least one year, as well as any additional persons attached to the application.
- d. A photocopy of the permit issued by the Permits Department to the inviting employer for the employment of the expert. The permit should be updated in the Aviv system and still be valid.
- e. Payment of the annual fee in accordance with section 1j of the Foreign Workers Law and the regulations.
- f. If the foreign expert wishes any family members to accompany him, a completed, separate application form for each family member, as well as a photocopy of each family member's passport valid for at least one year must be submitted. The application shall be reviewed in accordance with the rules specified in chapter E of this procedure for each type of expert and the judgement of the Authority's official.
- g. License issuance fee – service requires payment of a fee as specified in the fees table.

## **2. The process in the Bureau of the Authority:**

- a. The official of the Authority handling the application shall update the details of the invited expert in the "Aviv" system, in accordance with the information in the submitted passport photocopy, and link the files of the employer to the expert. The official shall also verify that the application meets the terms and conditions and that all the required documents specified above have been submitted and that the file contains an updated permit. The Authority's official shall also verify that the employer is registered in the "Aviv" system in accordance with the company number and check whether experts previously invited by the employer duly left Israel. If not all the required documents are submitted, the employer shall be required to submit any remaining documents for the application to be processed.
- b. The official of the Authority shall check whether the expert has stayed in Israel in the past. If it is found that the expert has stayed in Israel in the past, his previous files shall be linked and the following data shall be examined – the legality of his entries into Israel, the accumulated length of his stays in Israel in the previous year, the legality of his stays, the type of licenses held by him and the method of his exit from Israel. Furthermore, the official shall check whether any restrictions or other objections exist regarding the expert (for example, an illegal stay in the past) that would prevent him from obtaining a license. In case of any restriction, procedure 1.2.0001 "Provisions of services requiring advance clarification" shall apply.
- c. If it is found that the expert has entered Israel unlawfully, that his entry has been refused, that he has stayed unlawfully, has been detained and deported, attempted to obtain a legal status in Israel, that any of his family members are staying in Israel unlawfully, or that he has

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provided false information, the request to invite the expert will be submitted to the decision of Visas Center at the Bureau.

- d. In cases where the country of origin / citizenship of the invited expert is defined as a review country by the security services, the official of the Authority shall verify that all the columns of the personal details form (VIS/22) have been filled prior to its review. The official shall verify that the permit specifies that the employment of an expert from a review country is approved, subject to the examination and approval of the expert by the security services.
- e. If the application meets the terms and requirements specified above, the application shall be approved, the visas folder in the "Aviv" system shall be updated, the approval of the request and the approved duration of stay shall be updated in the registration sheet, the consulate and the employer shall be notified about the approval of the application and that the expert should refer to an Israeli mission abroad in order to receive the visa and license.
- f. If any accompanying family members exist, in accordance with section E of this procedure, and the application has been approved, the approval shall be updated for each family member individually in the visas folder of the "Aviv" system. If the accompanying family members are from countries requiring a pre-arranged visa, the consulate shall be notified.
- g. If the Visas Center decides to reject the application, the rejection shall be updated in the "Aviv" file and a detailed letter explaining the rejection shall be sent to the requesting employer.

#### **E. Applications for the entry of accompanying family members of an expert**

1. For the purpose of this procedure, first degree family members shall mean the expert's spouse and minor children up to the age of 18 (hereinafter, "accompanying family members").
2. The stay of accompanying family members in Israel with an expert shall be allowed only if such expert is recognized as an expert in accordance with the categories specified in section C. 4. Above, and the following:
  - a. **Highly paid expert** – the stay of accompanying family members shall be allowed only for experts in professions usually requiring higher academic education.
  - b. **Manager, senior representative or trusted employee of a foreign or international company** – generally, the stay of accompanying family members shall be allowed in this category.
  - c. **Senior staff member in a foreign airline or shipping company** – generally, the stay of accompanying family members shall be allowed in this category.

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- d. **Lecturer or researcher in an institute of higher education, or a researcher employed in the framework of a Framework Program of the European Union which Israel has joined** – generally, the stay of accompanying family members shall be allowed in these categories.
  - e. **Medical intern or expert in a hospital** – generally, the stay of accompanying family members shall be allowed in this category.
  - f. **Diamond merchants** – generally, the stay of accompanying family members shall be allowed in this category.
  - g. **Foreign photographer or correspondent** – generally, the stay of accompanying family members shall be allowed in this category.
  - h. **Foreign artists** – generally, the stay of accompanying family members shall be allowed in this category.
  - i. **Foreign experts arriving in Israel for a short period of up to 90 days for the performance of a temporary or provisional task** – generally, the stay of accompanying family members shall not be allowed in this category. Notwithstanding the above, if the employment permit specifies that the foreign expert is arriving in Israel to engage in a profession that requires higher academic education, and considering, among others, the duration of the stay, the Authority's official may consider allowing accompanying family members to stay in Israel if such a request is submitted.
3. An expert whose accompanying family members are allowed to stay in Israel in accordance with the above, may submit an application for first degree family members to join him during his stay in Israel.
  4. Applications to invite accompanying family members shall be submitted at the Bureau of the Authority prior to their arrival in Israel. This shall apply to experts arriving from both countries requiring a pre-arranged entry visa and countries exempt from pre-arranged entry visa.
  5. If such an application is approved, the spouse shall be issued a B/2 tourist visa and any minor children shall be issued a similar visa or an A/2 visa for the duration of the expert's license. Accompanying family members may also be issued a multiple entry visa (inter-visa).
  6. Photocopies of the passports of any accompanying family members shall be attached to the request. Such passports shall be valid for at least one year.
  7. In addition, official documents and original public certificates shall be attached to the application, verified and translated if necessary, confirming the relationship between the applicant and any accompanying family members.

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8. If the accompanying family members are minor children and the other parent (not the expert) is not arriving in Israel, the written consent of such other parent shall be required, certified by the signature of a notary in the country of origin and confirmed by the consul, or, alternatively, such consent shall be given by the other parent to the Israeli consul in country of origin.

#### **F. Obtaining visas and licenses at Israeli missions abroad**

1. In order to obtain a visa and a license, foreign experts shall appear and present the following at the consulate:
  - a. An original certificate of good conduct issued in the previous year.
  - b. A medical certificate from the ministry of labor or health in the country of origin for medical examinations conducted at a hospital or a medical institute recognized by the mission in the three months prior to the submitting of the application, confirming that the worker is healthy. In accordance with section 1b (a) of the Foreign Workers Law, workers carrying or suffering from the following illnesses may not be invited to Israel: tuberculosis, hepatitis, syphilis, gonorrhoea, aids. If the Israeli mission at the country of origin is aware of the existence of any other possible contagious diseases in the country of origin, it may require additional documents in order to ensure that the worker does not carry or suffer from any such disease.
2. In accordance with his consular powers, the consul at an Israeli mission abroad may reject a request for a stay license for a justifiable reason. If a consul has any reservations regarding the Authority's decision to authorize the entry of the foreign expert into Israel, he shall suspend the approval of the application and promptly submit his reservations in writing to the authorizer of the request at the Population and Immigration Authority.
3. The reservations of the consul shall be submitted to the decision of the Bureau manager. In some cases, the Bureau manager shall consult the manager of the Permits Department regarding the reservations. After the consul's reservations have been reviewed, if the decision is to approve the application, a notification shall be sent to the consul stating: "despite the reservations submitted, the application is to be approved." If the reservations of the consul result in a reversal of the decision to issue a license, the applicant shall be informed about the rejection of the application and the "Aviv" system shall be updated accordingly.
4. If the consul finds no grounds to delay the issue of a license, he shall provide the foreign expert with an entry visa to Israel and a license in accordance with the approved duration, as specified in section D. 2. e. above.
5. If any accompanying family members exists, and no grounds to delay the request exist, the consul shall issue the license in accordance with the approval specified in section D. 2. f. above.

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#### **G. Entry of a foreign expert through the border control at the Ben Gurion Airport**

1. Upon arrival at the Ben Gurion Airport, the border controller shall refer the foreign expert and accompanying family members, if any, to the dedicated station for license regulation.
2. At the license regulation station, an official of the Authority shall examine the details of the foreign expert in the "Aviv" system, including the validity of the issued license and whether any updated grounds exist to prevent the issue of a license.
3. If the official finds that all terms are met, he shall issue the foreign expert and any accompanying family members license stickers in accordance with the updated license in the "Aviv" system and attach them to the passports of the expert and accompanying family members. The issuance of the license shall be updated in the system by the official.

#### **H. Extending the validity of permits and licenses**

1. An employer wishing to extend the validity or a permit for an additional period shall submit an extension application to the Permits Department together with all supplements, as was required in the first request and **in accordance with section C** of this procedure, with the exception of CV and diplomas.
2. The extension application shall be submitted not later than 60 days prior to the end of the permit's validity period.
3. The application shall be handled in accordance with sections C and D of this procedure, including the submission of the application to the Bureau of the Authority, with the exception of wiring the license to the consulate.
4. The extension of stay licenses for experts and accompanying family members shall made at the local Bureaus of the Authority and the extension shall be in accordance with the validity of the permit.
5. **According to the Entry into Israel Law, 1952, foreign workers arrive in Israel for the sole purpose of temporary work and must leave Israel at the end of their license period. The work license of a foreign worker shall not be extended beyond 63 months from the date of his first arrival in Israel with a B/1 visa and work license.** Notwithstanding the above, under special and unusual circumstances concerning the contribution of a foreign expert to the economy, industry, society, culture or sport, and with the approval of the Minister of Internal Affairs and the Minister of Economy, and in consultation with the Minister of Finance, as specified in section 3a (c1) of the Entry into Israel Law, 1952, the license of a foreign expert may be extended for further limited periods beyond the aforementioned period.

Employers wishing to extend the stay period of a foreign expert beyond the maximum period of 63 months prescribed by law, on the grounds that the aforementioned special circumstances

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apply to such expert, shall submit the special request to the Permits Department of the Authority at least 6 months prior to the expiration of the work license issued to the foreign national, together with evidence for the special contribution of such foreign national to the economy, industry, culture, sport or society.

It should be emphasized that in case of failure to submit such special request at least 6 months prior to the expiration of the work license issued to the foreign national, the foreign expert shall be required to leave Israel upon the expiration of this license, and may return only if the special extension request is approved.

#### **I. B/1 Stay and Work License – Expert**

1. A foreign national holding a B/1 expert license may work in Israel only with the employer that submitted the application for his employment for which the license has been granted, and only in the field of work for which the license has been granted.
2. The foreign expert shall obey the laws of the State of Israel, and any violation of the laws of the State of Israel shall result in the cancelation of the license, following a hearing.
3. The foreign expert shall leave Israel upon the expiration of this stay and work license, or within 30 days from the date of termination of his employment. In case of foreign expert chefs, the provisions of procedure 5.3.0008 regarding exit preparation period shall apply, as well as the provisions of section 11 (a1) of the Entry into Israel Law, according to which they may stay in Israel for up to 90 days for the purpose of finding work with an different employer that will submit an application for a permit to employ them, and shall leave Israel if the lawful employment is not approved within 90 days.
4. The entry of a foreign expert who may not be accompanied by family members in accordance with this procedure, who has first degree relatives living or working in Israel (with the exception of brothers or sisters) shall not be approved.

#### **J. Laws, regulations and their provisions**

1. Foreign Workers Law, 1991.
2. Foreign Workers Regulations (Exemptions for Employers of Foreign Experts), 2007.
3. Entry into Israel Law, 1952.
4. Entry into Israel Regulations, 1974.
5. Foreign Workers Regulations (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Rate of Deduction from Wages for Adequate Accommodation), 2000.

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6. Foreign Workers Regulations (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Rate of Deduction from Wages for Medical Insurance Fee), 2001.
7. Wages Protection Law, 1958.

**K. Supplements**

1. Supplement A – VIS/1
2. Supplement B – VIS/3
3. Supplement C – Permit Request Form
4. Supplement D – Accompanying Statement

Employers and Foreign Workers  
Service Administration  
Permits Department – Experts Branch



מדינת ישראל  
State of Israel



רשות האוכלוסין  
וההגירה  
Population and Immigration  
Authority

## **Application for a Permit to Employ a Foreign National Expert**

**In accordance with section 1m of the Foreign Workers Law, 1991**

### **1. General introduction:**

1. This form shall be completed by an employer requesting the employment a foreign subject in a special role as specified below. The approval of the application shall be made at the sole discretion of the “commissioner”, as defined in section 1 of the Foreign Workers Law, 1991 (hereinafter, “Foreign Workers Law”), following satisfactory recommendations from a professional committee and/or other bodies, and considering, among others, any international commitments of the State of Israel, the provisions of the law and relevant government decisions, the duty to prevent the abuse of procedures of entry into Israel and the characteristics of the labor market in various industries and areas of employment.

The types of foreign workers for which an application for an employment permit may be submitted through this form are as follows:

- a. **A foreign expert for “expert wages”** – a request to employ a foreign national with a high level of expertise or an essential and unique knowledge for the service provided by the employer and unavailable in Israel, where **the base monthly wages to be paid by the applicant to such foreign expert shall not be lower than twice the average wages of a salaried employee.** Regarding foreign experts in certain types of work or sectors (including types of work for which the normal wages paid in Israel are higher), the commissioner may condition the issue of a permit upon an undertaking to pay higher wages than specified above, at his sole discretion.

In exceptional cases, where the commissioner is convinced that the employment of a foreign expert is merited in accordance with the above paragraph, for the performance of a work in a field/professions that does not require higher academic education, such as a chef in an ethnic Asian restaurant service purely ethnic Asian food, he may condition the issue of a permit upon the deposit of reasonable collaterals to ensure payment of the required wages, proof for the economic ability of the applicant to meet such requirement, and the employee’s signature on a statement confirming that he is aware that he will not be allowed to transfer to a different field of work after his arrival in Israel; he may also require the employer to provide confirmation of the duly conducted recruitment procedure of the foreign expert in his country of origin and that no brokerage fee was paid by the foreign expert, to present the employment contract, and to agree to provide the foreign expert with

the requested documents and statements upon request, and all at the discretion of the commissioner under the circumstances of each particular case.

For the purpose of this form:

Base wages – base gross wages for a regular position before any payment for overtime or additional shifts. Calculation of additional payment by an employer to its employee for overtime shall be based on the aforementioned base wages.

Double the average wages for a salaried employee – calculation of wages for each calendar year shall be made based on the average wages for a salaried employee published in January of each year by the National Insurance Institute of Israel.

Permitted deduction from wages – in calculating wages, no deductions shall be made for adequate accommodations or additional sums, and no deductions shall be made for medical insurance in sums exceeding the sums specified in the valid Foreign Workers Regulations (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Rate of Deduction from Wages for Adequate Accommodation), 2000, and Foreign Workers Regulations (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Rate of Deduction from Wages for Medical Insurance Fee), 2001.

Payment of wages with money equivalent – payment of part of the wages with food and beverages supplied to the expert employee at the place of work shall be made only after obtaining the written consent of the employee, and shall not exceed the market value of such food and beverages based on receipts, and such payment shall be made in accordance with the Wages Protection Law, 1958.

Option or stock value – issued by an employer to an employee, shall not be counted as part of the wages for the purpose of meeting the payment of the aforementioned base wages.

A permit that has been approved for the first time to employ a foreign expert for “expert wages” in professions that require higher academic education shall be valid for a maximum period of two years, subject to the required period in the application and according to the opinion of the commissioner. A permit to employ a foreign expert for “expert wages” in professions that do not require higher academic education shall be valid for a maximum period of one year or less, subject to the decision of the commissioner.

- b. **Manager, senior representative or trusted employee of a foreign or international company** – an application submitted by a foreign or international company (such as a local branch, subsidiary or sister company of a foreign company) to employ a foreign national in Israel in

the role of a manager, senior representative or senior employ in a position requiring a high level of personal trust.

**Manager** – for this purpose, “a person directing or setting the goals of an organization or a department within an organization, holding a senior position and responsible for the supply operations of the organization by supervision, control, authority to employ and terminate the employment of employees or recommend such actions, or authority over any other operations related to personnel.”

**Representative or senior trusted employee** – in accordance with Government Decision No. 3021 of January 6, 2005, as amended by Government Decision No. 4024 of July 31, 2005, a foreign or international company may not employ more than 2 foreign employees who are senior representatives or senior trusted employees.

Permits in accordance with this section shall be issued, among others, subject to a recommendation by the Foreign Trade Administration of the Ministry of Economy. Permits issued in accordance with this paragraph shall be valid for a period not exceed two years each time, in accordance with the request and subject to the discretion of the commissioner.

- c. **Senior member of staff in a foreign airline or shipping company** – an application by a foreign airline company or a foreign shipping company to employ a senior member of staff in accordance with the international commitments of the State of Israel.

Permits issued or extended in accordance with this paragraph shall be valid for a period not exceed two years each time, in accordance with the request and subject to the decision of the commissioner.

- d. **Lecturer or researcher in an institute of higher education** – an application submitted by an institute of higher education to employ a lecturer or a researcher. For this purpose, “institute of higher education” shall mean one of the following: an institution recognized by section 9 of the Board of Higher Education Law, 1961, an institute that obtained a permit or approval in accordance with section 21a of the aforementioned law, or an institution awarding degrees that are recognized by section 29a of the aforementioned law. **An application for a permit for employment in this category shall be accompanied by a confirmation from the Board of Higher Education that the institute is an institute of higher education, as specified above.**

Permits issued in accordance with this paragraph shall be valid for a period not exceed two years each time, in accordance with the request and subject to the decision of the commissioner.

- e. **Medical intern or expert at a hospital** – an application submitted by a hospital to employ a doctor or a nurse as part of a hospital internship or to employ an expert doctor in a hospital, with a recommendation from the Ministry of Health. A recommendation by the Ministry of Health shall be attached to each application to employ a foreign medical worker.

It should be emphasized that, in according with the Government Decision No. 3021 of January 6, 2005, as amended by Government Decision No. 4024 of July 31, 2005, no more than 50 permits per year shall be issued for the employment of medical employees who are not doctors.

Permits issued in accordance with this paragraph shall be valid for a period not exceed two years each time, in accordance with the request and subject to the decision of the commissioner.

- f. **Foreign artist** – it should be emphasized that permits to employ foreign artists shall be normally issued for the employment of artists who are highly reputable in their field or to employers that are highly reputable bodies in their field, and for short periods of three months or less, in accordance with the requirements of the show/work for which they are invited in advance, and subject to the judgement of the commissioner. Applications shall be accompanied by certificates confirming the reputation of the artists and the employer submitting the application, as well as the details of the show/work for which the artist is invited. The commissioner may request the opinion of the Israel Union of Performing Artists regarding such applications.

Permits issued in accordance with this paragraph shall be valid for a period not exceed one year each time, subject to the decision of the commissioner.

- g. **A foreign national performing a temporary task for a period that does not exceed 3 months** – the employment of such a foreign national shall be allowed only under special circumstances, when a special need exists for the employment of a foreign technician for a short period in order to repair an imported machine or perform urgent repair services of machines or equipment acquired from a foreign company.

According to paragraph 2. i. of Government Decision No. 3021 of January 6, 2005, the number of visas issued in accordance with this section shall not exceed 300 at any given time.

- h. **A foreign expert holding a valid passport from a country whose citizens are exempt from a B/2 tourist visa, invited to Israel to perform a temporary task in his unique field of expertise for a period or periods that do not exceed 45 days per year –**

The employment of a foreign national is required for the purpose of a temporary and provisory task such as repairing equipment supplied by the company employing the foreign expert abroad, lectures, training or any other temporary task requiring the foreign expert's special expertise or skill, and all in accordance with the experimental procedure 5.3.0040 published on the website of the Population and Immigration Authority at [www.piba.gov.il](http://www.piba.gov.il) (hereinafter, "the Authority's website"), and updated from time to time.

- i. **Special arrangements shall apply in the following case:**
- a. **Diamond merchants** – applications shall be submitted only through the diamonds supervisor at the Ministry of Economy;
  - b. **Foreign photographer or correspondent** – request shall be submitted only through the Government Press Office, subject to a special procedure.

## 2. **Fees:**

**Application Fee:** submitting an application for a permit to employ a foreign national involves payment of an Application Fee in the amount of 1,200 NIS for each requested employee (this amount shall be updated from time to time). **Fees shall not be reimbursed for rejected applications.** Fees may be paid through the Authority's website.

**Annual Fee:** where the commissioner decides to issue a permit for the employment of a foreign national in accordance with the request, the employer shall be referred to the Population and Immigration Authority (hereinafter, "the Authority") to obtain a work visa for the employee and pay an Annual Fee. Employers of foreign nationals in the positions specified in the Foreign Workers Regulations (Exemptions for Employers of Foreign Experts), 2007, whose employment has been approved by the commissioner, shall be exempt from the Annual Fee.

## 2. **Guidelines for completing an application form:**

1. The form shall be completed in clear and legible writing.
2. An authorized representative of the employer / applicant shall sign the statement attached to the Application Form, in accordance with the type of application, and his signature shall be duly verified by attorney lawyer. In case of applications on behalf of foreign or international company, the English statement found on the Authority's website may be signed.

3. A lawyer or accountant shall confirm in the statement that the signing representative is authorized to bind the employer / applicant by his signature.
4. The following **original documents or documents verified by a lawyer / accountant** shall be attached to the application :
  - a. An updated printout specifying the details of the employing / applicant company (as the case may be) from the Registrar of Companies, Registrar of Partnerships or business registration, as the case may be.
  - b. In case of a local company: Forms 102 submitted to the National Insurance Institute regarding Israeli workers during the previous three months.
  - c. In case of an application regarding a new expert: CV and diplomas attesting to education, experience, reputation and/or expertise of the foreign national whose employment is requested. Documents in languages other than Hebrew or English shall be translated and approved by a notary. In case of applications to employ a foreign expert for expert wages in a profession that does not require academic education, an approved copy of the brokerage license of the private brokerage company that engaged the employee in his country, and/or a confirmation from the local labor office that such engagement was conducted lawfully shall also be attached, together with a confirmation from a lawyer that the provisions of the contract conform to Israeli law, the procedures of the Authority and the obligations of the employer in its application .
  - d. If the applicant is a foreign company with no branch in Israel: a notarized power of attorney confirmed at the Israeli consulate abroad authorizing the applicant to handle the request on behalf of the employer.
  - e. In case of a local company: a confirmation from the company's auditing accountant that the company is active and that no going concern warning has been issued for the company in the previous year.
  - f. A detailed (printed) letter explaining the need to employ a foreign expert (see details in section 7 below) and documents supporting the letter, including documents attesting to the support of government bodies, and any other document supporting the application .
  - g. In case of applications to extend an existing permit for a foreign expert for "expert wages", as well as applications to replace or add a foreign expert, by an employer that already employs foreign experts: an accountant approval shall be attached – supplement C of this Application Form for every foreign expert employed for expert wages in the company, undertaking to pay expert wages for the previous 12 months, in accordance with a list of



expert names attached to the approval. If several applications are submitted within 6 months from the date of the accountant approval, the Authority may settle for a single accountant approval for all such applications.

**It should be emphasized that the accountant approval, as it appears in supplement C, may not be changed. Submitting an approval that has been changed or an approval that does not refer to all foreign experts employed by the employer in the previous 12 months shall delay the processing of the application until a valid accountant approval is presented.**

In case of an application to extend the permit of employment of a foreign expert for expert wages in a profession that does not require academic education, the employer shall attach, in addition to the accountant approval, copies of pay slips and deposits to the bank account of the foreign expert in Israel in the 3 months prior to submitting the application , as well as a confirmation from the bank that no person except the foreign employee has any power of attorney or authorization over such bank account.

**3. Application Form details to be completed by the Applicant :**

**1. Request type (check):**

New request

Request to extend an existing permit/s, permit no. \_\_\_\_\_ valid until  
\_\_\_\_\_

Replacing employee \_\_\_\_\_

**2. Details of the employer:**

Employer name\*: \_\_\_\_\_

Company number / license number (local company): \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone for additional information: \_\_\_\_\_

\* If the employer is a restaurant, specify the name of the restaurant and the branch where the employees are required and where they would work.

**3. Details of the submitter/applicant of the application (to be completed if the employer is a foreign company with no branch in Israel):**

Name: \_\_\_\_\_ company no. / I.D. \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone for additional information: \_\_\_\_\_

Description of the relation between the applicant and the employer (attorney, subsidiary, other – attach references):

\_\_\_\_\_  
\_\_\_\_\_

**4. Details of persons employed in Israel** (in this section specify details regarding direct employees of the applicant / employer in Israel; do not include details of contractor's workers employed in the company):

- a. Number of full time Israeli employees:\* \_\_\_\_\_
- b. Number of part time Israeli employees:\* \_\_\_\_\_
- c. Number of foreign employees:\* \_\_\_\_\_
- d. Total number of employees in Israel: \_\_\_\_\_

\* In case of a branch of a company / restaurant, specify the number of Israeli employees in the relevant branch.

**5. Details of the foreign national whose employment is requested** (if the application refers to a number of employees, specify details for each employee whose employment is requested on a separate page):

First name: \_\_\_\_\_ Last name: \_\_\_\_\_

Nationality: \_\_\_\_\_ Passport No.: \_\_\_\_\_

Current address: \_\_\_\_\_

Current position: \_\_\_\_\_

Required period for the employment of the foreign expert: \_\_\_\_\_

(The specified period shall be subject to the provisions of sub-sections 1 (a) above, in accordance with the relevant classification of the expert).

**Date of first entry of the foreign expert into Israel with a work visa (B/1): \_\_\_\_\_  
(required)**

**Note that foreign workers arrive in Israel for the purpose of temporary work only and must leave Israel at the end of the a period that shall not exceed 63 months from the date of their first entry into Israel with a visa and work license (B/1). By law, a work visa for a foreign national may not be extended beyond 63 months from the date of first entry into Israel with the aforementioned visa, unless the existence of special and exceptional circumstance can be proven regarding the contribution of such foreign national to the economy, industry or society, and with the approval of the Minister of Internal Affairs, the Minister of Economy and the Minister of Finance, as specified in section 3a (11) of the Entry into Israel Law, 1952.**



Employers that wish to extend the stay of a foreign worker beyond the aforementioned maximum period prescribed by law, for the reason that such aforementioned exceptional circumstances exist regarding the foreign worker, may submit an exceptional request to the Permits Department – Experts Branch at the Authority at least 6 months prior to the end of the foreign national's license period, specifying the special contribution of the foreign national to the economy, industry and society. It should be emphasized that in case of failure to submit such special request at least 6 months prior to the expiration of the work license issued to such foreign national, the foreign national's license shall not be extended and he shall be required to leave Israel upon the expiration of this license, until a decision is made regarding the request.

**Education and experience** – separately attach diplomas, CV and any other proof of education and experience of the foreign national, translated into Hebrew or English and approved by a notary:

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In applications to employ a foreign artists – attach diplomas, qualifications and any additional documents attesting to the reputation of the foreign artists:

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**6. Terms of employment:**

Position in which the foreign national is to be employed: \_\_\_\_\_

Number of monthly hours in which the foreign national is to be employed: \_\_\_\_\_

Total base monthly wages to be paid to the employee (for regular fulltime employment, prior to any payment for overtime or shifts): \_\_\_\_\_

- 7. Grounds for the request:** a detailed letter (printed) explaining the activity taking place at the work place and the need to employ the foreign national must be attached. If the grounds for the request include information relating to the economic activity of the applicant or backlog, a confirmation from an accountant for any such information should be attached. If the activity of the employer / applicant is recognized or supported by a government body, attach relevant confirmations. If the applicant is an institute of higher education or a hospital, attach relevant confirmations.

**8. Statements and undertakings – complete a statement form in accordance with the type of the application , as specified in the general introduction on page one of the Application Form, as follows:**

Statement form A (1) – application to employ a foreign expert in a field / profession that requires higher academic education for “expert wages” in accordance with section 1 (a) (1) of the general introduction.

Statement form A (2) – application to employ a foreign expert in a field / profession that does not require higher academic education for “expert wages” in accordance with section 1 (a) (1) of the general introduction (such as restaurant chefs, welders, etc.).

Statement form B – application to employ a manager, senior representative or employee in a position of trust in accordance with section 1 (a) (2) of the general introduction.

Statement form C – application to employ a senior staff member of an airline or shipping company in accordance with section 1 (a) (3) of the general introduction.

Statement form D – application to employ a lecturer or researcher in an academic institute recognized by the board of higher education in accordance with section 1 (a) (4) of the general introduction

Statement form E – application to employ a medical worker in a hospital in accordance with section 1 (a) (5) of the general introduction.

Statement form F – application to employ a foreign artist in accordance with section 1 (a) (6) of the general introduction.

Statement form G – application to employ a foreign worker for a temporary task that does not exceed 3 months in accordance with section 1 (a) (7) of the general introduction.

Statement form H – application to employ a foreign expert holding a valid license from a country whose citizens are exempt from a type B/2 tourist visa, invited to Israel for the purpose of performing a temporary task in his unique field of expertise for a period or periods that do not exceed 45 days per year, in accordance with section 1 (a) (8) of the general introduction.

Statement form I – application to employ one of the following: diamond merchant, photographer or foreign correspondent, in accordance with section 1 (a) (9) of the general introduction.

**Statement form A (1) – Application to employ a Foreign Expert in a field / profession that requires higher academic education for “expert wages” in accordance with section 1 (a) (1) of the general introduction**

**Please include a separate declaration for each Foreign Expert whose employment is requested. Do not list multiple employees on a single form.**

I, the undersigned \_\_\_\_\_, I.D. \_\_\_\_\_, having been cautioned that I am required to state the truth, and that if I fail to do so I shall be liable to the punishments prescribed by law, hereby states as follows:

1. I hold the position of \_\_\_\_\_ in the company \_\_\_\_\_ Co. No. \_\_\_\_\_ (hereinafter, the “**Applicant**”), on whose behalf an application has been to employ the foreign expert, Mr. / Mrs. \_\_\_\_\_, \_\_\_\_\_ Passport (country), No. \_\_\_\_\_ (hereinafter, the “**Foreign Expert**”), and this statement is given on my behalf and on behalf of the Applicant in support of the request.
2. I hereby undertake that should the application to employ the Foreign Expert be approved, the Foreign Expert shall be paid a gross monthly base wages that is not less than double the average gross wages of a salaried employee, as published from time to time by the National Insurance Institute. This amount shall be paid to the Foreign Expert for a regular fulltime position, and the Applicant undertakes to pay the Foreign Expert, in addition to such wages, any sum to which the employee is entitled for overtime or shifts work.

I am aware that in calculating such wages, no deduction shall be made for adequate accommodations or any additional sums, and no deduction shall be made for medical insurance, beyond the sums specified in the valid Foreign Workers Regulations (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Rate of Deduction from Wages for Adequate Accommodation), 2000, and Foreign Workers Regulations (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Rate of Deduction from Wages for Medical Insurance Fee), 2001. In addition, I am aware that payment of part of the wages with food and beverages supplied to the expert employee at the place of work shall be made only after obtaining the written consent of the employee, and shall not exceed the market value of such food and beverages based on receipts, and such payment shall be made in accordance with the Wages Protection Law, 1958.

3. I hereby undertake that the Applicant shall pay the full wages specified in section 2 of this statement to the Foreign Expert during the entire period of his stay in Israel, in accordance with the permit that has been issued, even if no work is provided to such Foreign Expert, unless I prove the existence of circumstances related to such Foreign Expert in which severance pay may be legally denied to an employee who is entitled to severance pay.



4. The Applicant and I are aware that failure to pay expert wages to the expert, as specified in section 2 above, for any reason, or violation of any of the terms of the permit to employ a Foreign Expert, as specified in the Application Form and its supplements and in the permit, shall prevent the extension of the permit to employ the Foreign Expert for additional periods, and that the Authority may cancel / restrict / condition the permit issued to the Applicant following a lawful hearing and reject any future applications for permits by the Applicant.
5. I hereby state that the Applicant is financially capable of paying the wages of the Foreign Expert as specified in sections 2 and 3 of this statement.
6. I hereby state that the Applicant has taken the measure specified below to find a suitable local employee for the requested position / that the nature of the requested position does not enable the employment of a local worker (cross out the inapplicable section and specify the measures or reasons below). In case of Foreign Expert intended to perform a task / part of a project, specify the estimated time to complete the task / project. Please attach references to support the following:  

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7. I hereby undertake to submit to the Permits Unit at the Authority, upon request, a confirmation from an accountant for the monthly wages paid to the Foreign Expert, as well as any other document required in order to audit the validity of the payments made to the Foreign Expert.
8. To the best of my knowledge, the Foreign Expert is not suspected and has never been convicted of a criminal offense the circumstances of which should prohibit his entry into Israel.
9. I hereby state and undertake that the Foreign Expert for whom the application has been submitted shall be employed only in the profession / work specified in the application and approved by the permit unit. I am aware that employing the Foreign Expert in any other work or transferring the Foreign Expert to another employer, in contradiction to the terms specified in the application , is a violation of the terms of the permit.
10. I hereby state that I have carefully examined the qualifications of the Foreign Expert subject of this application, and found him to hold the required qualifications and expertise for the work for which this application has been submitted. The examination of the employee's qualifications has been conducted as follows:  

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11. I am aware of the obligation to provide the Foreign Expert with medical insurance in accordance with section 1d of the Foreign Workers Law, at the expense of the employer. I am aware that, if the Applicant is issued a permit to employ a Foreign Expert in accordance with this application, failure to provide medical insurance as specified in this section to such foreign national is a violation of the terms of the permit by the Applicant, and may result in an administrative fine / indictment and the cancellation of the permit.
  12. I am aware that the labor laws protecting Israeli workers also apply to the employment of a foreign worker, and that, in addition, the provisions of the Foreign Workers Law, 1991, apply to the employment of a foreign worker. I am aware that any violation of the labor rights of the Foreign Expert is a violation of the terms of the permit and will result in its cancellation (for more information on this issue refer to “Rights of Foreign Workers” on the Authority’s website at [www.piba.gov.il](http://www.piba.gov.il)).
  13. I hereby state that all the information provided in this application form and any accompanying documents is accurate and true. I am aware that submitting false or inaccurate information to the Authority shall be grounds for cancellation / restriction / conditioning of the permit following a lawful hearing.

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Signature**

**Attorney confirmation**

I, the undersigned, \_\_\_\_\_, Advocate, hereby confirm that on \_\_\_\_\_, Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_ appeared before me, and after being cautioned that he /she is required to state the truth, and that if he / she fails to do so he / she shall be liable to the punishments prescribed by law, signed this statement in my presence.

\_\_\_\_\_

**Stamp**

\_\_\_\_\_

**Signature**

Employers and Foreign Workers  
Service Administration  
Permits Department – Experts Branch



**Attorney / CPA confirmation**

I hereby confirm that Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_, is authorized to assume obligations by signature on behalf of the Applicant company \_\_\_\_\_, Co. No. \_\_\_\_\_.

\_\_\_\_\_  
**Stamp and signature**

\_\_\_\_\_  
**Date**

**Statement form A (2) – Application to employ a Foreign Expert in a field / profession that does not require higher academic education for “expert wages” in accordance with section 1 (a) (1) of the general introduction**

**Please include a separate declaration for each Foreign Expert whose employment is requested. Do not list multiple employees on a single form.**

I, the undersigned \_\_\_\_\_, I.D. \_\_\_\_\_, having been cautioned that I am required to state the truth, and that if I fail to do so I shall be liable to the punishments prescribed by law, hereby states as follows:

1.

- a. I am the owner of the registered business \_\_\_\_\_, registration number \_\_\_\_\_ / I hold the position of \_\_\_\_\_ in the company \_\_\_\_\_ Co. No. \_\_\_\_\_ / I operate the restaurant \_\_\_\_\_ at the address \_\_\_\_\_.
- b. I am the owner of the registered business \_\_\_\_\_, registration number \_\_\_\_\_ / I hold the position of \_\_\_\_\_ in the company \_\_\_\_\_ Co. No. \_\_\_\_\_.

(hereinafter, “**the Applicant**”) on whose behalf an application has been submitted to employ the foreign expert, Mr. / Mrs. \_\_\_\_\_, \_\_\_\_\_ Passport (country), No. \_\_\_\_\_ (hereinafter, the “**Foreign Expert**”), and this statement is given on my behalf and on behalf of the Applicant in support of the request.

**(Complete sub-section (a) in case of a request by a manager of an Asian restaurant serving purely ethnic Asian food, and sub-section (b) in case of other employers)**

2.

- a. I hereby state that the Applicant operates an ethnic restaurant that serves purely ethnic Asian food (menu attached), and that the Foreign Expert shall be employed as an expert chef only at the restaurant located at \_\_\_\_\_.
- b. I am aware that in case of any fundamental change to the information provided in the application for a permit or in any of its supplements, including any changes to the restaurant’s menu, so that the restaurant can no longer be said to be serving purely ethnic Asiatic food (except a small number of children’s meals), I shall be required to inform the Authority about such changes, immediately and in writing. **I am further aware that any changes to the menu**

**adding non-ethnic dishes, after receiving the permit, shall result in the automatic cancellation of the permit and the restaurant may no longer employ foreign chefs.**

**(Section 2 shall be completed in case of a request submitted by an ethnic Asian restaurant and deleted in case of an application submitted by any other employer)**

3. I hereby undertake that should the application to employ the Foreign Expert be approved, the Foreign Expert shall be paid a gross monthly base wages that is not less than double the average gross wages of a salaried employee, as published from time to time by the National Insurance Institute. This sum shall be paid to the Foreign Expert for a regular fulltime position, and the Applicant undertakes to pay the Foreign Expert, in addition to such wages, any sum to which the employee is entitled for overtime or shifts work.

I am aware that in calculating such wages, no deduction shall be made for adequate accommodation or any additional sums, and no deduction shall be made for medical insurance, beyond the sums specified in the valid Foreign Workers Regulations (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Rate of Deduction from Wages for Adequate Accommodation), 2000, and Foreign Workers Regulations (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Rate of Deduction from Wages for Medical Insurance Fee), 2001. In addition, I am aware that payment of part of the wages with food and beverages supplied to the expert employee at the place of work shall be made only after obtaining the written consent of the employee, and shall not exceed the market value of such food and beverages based on receipts, and such payment shall be made in accordance with the Wages Protection Law, 1958.

4. I hereby undertake that the Applicant shall pay the full wages specified in section 3 of this statement to the Foreign Expert during the entire period of his stay in Israel, in accordance with the permit that has been issued, even if no work is provided to such Foreign Expert, unless proof is presented for the existence of circumstances related to such Foreign Expert in which severance pay may be legally denied to a an employee who is entitled to severance pay.
5. I hereby state that the Applicant is financially capable of paying the wages of the Foreign Expert as specified in sections 2 and 3 of this statement.
6. I hereby undertake to deposit the wages of the Foreign Expert in an Israeli bank account opened on the name of the Foreign Expert alone, in which no third party has any power of attorney or authority to act. I further undertake to keep the printouts of deposits specifying each deposit made to the account of an employee and submit them to the Authority's inspectors and/or the Permits Unit upon request.



7. I am aware that failure by the Applicant to provide deposit printouts specifying the deposits of expert wages made to the bank account of a Foreign Expert for each month during the permitted employment period, shall be considered as evidence of a failure to pay the required wages to such Foreign Expert.
8. The Applicant and I are aware that payment expert wages to the expert, as specified in section 3 above, and the deposit of such expert wages in a bank account, as well as fulfilling all the undertakings specified in this statement, are conditions for the validity of the permit issued to the Applicant, and that a violation of any of such conditions or undertakings is a violation of the terms of the permit and section 2 of the Foreign Workers Law, 1991, and that, in addition, any such violation may result in the cancellation and/or termination and/or rejection of any future applications for permits by the Applicant to employ foreign experts, following a lawful hearing.
9. I hereby state that the Applicant has taken the measure specified below to find a suitable local employee for the requested position / that the nature of the requested position does not enable the employment of a local worker (cross out the inapplicable section and specify the measures or reasons below). In case of Foreign Expert intended to perform a task / part of a project, specify the estimated time to complete the task / project. Please attach references to support the following:  
  
\_\_\_\_\_  
  
\_\_\_\_\_

10. I hereby state that I have carefully examined the qualifications of the Foreign Expert subject of this request prior to his invitation to Israel, in person or through an employee of the Applicant, Mr. / Mrs. \_\_\_\_\_, I.D. \_\_\_\_\_, on \_\_\_\_\_ (date), and found him to hold the required qualifications and expertise required for my business, and I understand that the expertise of the employee is the sole responsibility of the Applicant. The examination of the employee's qualifications has been conducted as follows:  
  
\_\_\_\_\_  
  
\_\_\_\_\_

11. I hereby state that I have carefully examined the method of recruitment of foreign worker abroad and that the foreign worker was not required to pay any commission or other payment related to his recruitment and/or arrival in Israel, and that any brokerage fees and/or commissions and/or other payments related to the recruitment of the Foreign Experts were paid by the Applicant alone.

12. I further state that the employee was recruited by an authorized recruitment agent for foreign workers at the county of origin, after I had signed a detailed recruitment agreement in which I specified the requirements of the Applicant regarding the worker, that the recruitment was conducted in accordance with the law of the country of origin and that the Applicant undertook to bear the full costs of the recruitment for the recruitment agent. I hereby undertake to submit to the authorities upon request the license of the recruitment agent, the recruitment agreement and the agreement between the recruitment agent and the worker, as proof of meeting the requirements of this section.
13. I hereby state that the Foreign Expert has been advised that he is to arrive in Israel for a limited period, which is the period specified in the employment permit issued to the Applicant, that he is required to leave Israel immediately at the end of his employment and that, in accordance with the procedures of the Population and Immigration Authority, an expert employee paid double the average wages may not work in other fields of employment in Israel. The Foreign Expert has been further advised that he may not work for another employer in the field of expertise for which he was invited to work in Israel without written authorization from the Authority and subject to the regulations of the Authority.
14. I hereby state and undertake, that the Foreign Expert for whom the application has been submitted shall be employed only in the profession / work specified in the application and approved by the Authority. I am aware that employing the Foreign Expert in any other work or transferring the Foreign Expert to another employer, in contradiction to the terms specified in the application, without prior authorization from the Authority, is a violation of the terms of the permit and the provisions of section 2 of the Foreign Workers Law.
15. To the best of my knowledge, the Foreign Expert is not suspected and has never been convicted of a criminal offense the circumstances of which should prohibit his entry into Israel.
16. I hereby agree and undertake that if the Foreign Expert or his lawyer shall request to review the documents related to the application for the permit to employ the Foreign Expert and its supplements, including the employment agreement signed between the Foreign Expert and the Applicant, as submitted to the Authority, the Authority may provide the Foreign Expert or his lawyer with such documents, and the Applicant and/or I shall have no objection and/or claim against the Authority for providing such documents, and the Applicant hereby waives any claims of confidentiality or immunity regarding such documents.
17. I am aware of the obligation to provide the Foreign Expert with adequate accommodation and medical insurance in accordance with section 1d of the Foreign Workers Law, at the expense of the employer. I am aware that, if the Applicant is issued a permit to employ a Foreign Expert in



accordance with this application, failure to provide medical insurance as specified in this section to such foreign national is a violation of the terms of the permit by the Applicant, and may result in an administrative fine / indictment and the cancellation of the permit.

18. I am aware that the labor laws protecting Israeli workers also apply to the employment of a foreign worker, and that, in addition, the provisions of the Foreign Workers Law, 1991, apply to the employment of a foreign worker. I am aware that any violation of the labor rights of the Foreign Expert is a violation of the terms of the permit and will result in its cancellation (for more information on this issue refer to “Rights of Foreign Workers” on the Authority’s website at [www.piba.gov.il](http://www.piba.gov.il)).
19. I hereby state that all the information provided in this application form and any accompanying documents is accurate and true. I am aware that submitting false or inaccurate information to the Authority shall be grounds for cancellation / restriction / conditioning of the permit following a lawful hearing.

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Signature**

**Attorney confirmation**

I, the undersigned, \_\_\_\_\_, Advocate, hereby confirm that on \_\_\_\_\_, Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_ appeared before me, and after being cautioned that he /she is required to state the truth, and that if he / she fails to do so he / she shall be liable to the punishments prescribed by law, signed this statement in my presence.

\_\_\_\_\_

**Stamp**

\_\_\_\_\_

**Signature**

**Attorney / CPA confirmation**

I hereby confirm that Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_, is authorized to assume obligations by signature on behalf of the applicant company \_\_\_\_\_, Co. No. \_\_\_\_\_.

\_\_\_\_\_

**Stamp and signature**

\_\_\_\_\_

**Date**



**Statement form B – Application to employ a manager, senior representative or employee in a position of trust in accordance with section 1 (a) (2) of the general introduction**

I, the undersigned \_\_\_\_\_, I.D. \_\_\_\_\_, having been cautioned that I am required to state the truth, and that if I fail to do so I shall be liable to the punishments prescribed by law, hereby states as follows:

1. I hold the position of \_\_\_\_\_ in the company \_\_\_\_\_ Co. No. \_\_\_\_\_ (hereinafter, the “**Applicant**”), on whose behalf an application has been submitted to employ the foreign expert, Mr. / Mrs. \_\_\_\_\_, \_\_\_\_\_ Passport (country), No. \_\_\_\_\_ (hereinafter, the “**Foreign Expert**”), and this statement is given on my behalf and on behalf of the Applicant in support of the request.

2. The Applicant is a foreign or international company (in case of an international company, specify the relation of the company to the foreign company):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. The worker whose employment is requested is to be employed in the following position (mark the correct option and delete the rest):

a. The requested worker is a person directing or setting the goals of an organization or a department within an organization, holding a senior position and responsible for the supply operations of the organization by supervisions, control, authority to employ and terminate the employment of employees or recommend such actions, or authority over any other operations related to personnel.

b. The requested worker is a senior representative of the foreign company (specify) –

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. The requested worker is to be employed in a position that require a high degree of personal trust in the Applicant –

\_\_\_\_\_



- 
- 
4. I hereby state that the Applicant has taken the measure specified below to find a suitable local employee for the requested position / that the nature of the requested position does not enable the employment of a local worker (cross out the inapplicable section and specify the measures or reasons below). In case of Foreign Expert intended to perform a task / part of a project, specify the estimated time to complete the task / project. Please attach references to support the following:

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5. To the best of my knowledge, the foreign worker whose employment is requested is not suspected and has never been convicted of a criminal offense the circumstances of which should prohibit his entry into Israel.
6. I hereby state and undertake, that if the application is approved, the foreign worker whose employment is permitted shall be employed only in the position specified in section 3 above. I am aware that employing the Foreign Expert in any other work or transferring the Foreign Expert to another employer, in contradiction to the terms specified in the application, without prior authorization from the Population and Immigration Authority, is a violation of the terms of the permit.
7. I hereby state that I have carefully examined the qualifications of the foreign worker subject of this application, and found him to hold the required qualifications and expertise for the work for which this application has been submitted.
8. I hereby state that all the information provided in this application form and any accompanying documents is accurate and true. I am aware that submitting false or inaccurate information to the Authority shall be grounds for cancellation / restriction / conditioning of the permit following a lawful hearing.
9. I am aware of the obligation to provide the foreign worker with medical insurance in accordance with section 1d of the Foreign Workers Law, at the expense of the employer, unless the employee is insured by a similar medical insurance in accordance with the Foreign Workers Order (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Worker Health Services Basket), 2001. I am aware that, if the Applicant is issued a permit to employ a Foreign Expert in accordance with this application, failure to provide medical insurance as specified in this section to such foreign national



is a violation of the terms of the permit by the Applicant, and may result in an administrative fine / indictment and the cancellation of the permit.

10. I am aware that the labor laws protecting Israeli workers also apply to the employment of a foreign worker. I am aware that any violation of the labor rights of the foreign worker is a violation of the terms of the permit and will result in its cancellation (for more information on this issue refer to "Rights of Foreign Workers" on the Authority's website at [www.piba.gov.il](http://www.piba.gov.il)).

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**

**Attorney confirmation**

I, the undersigned, \_\_\_\_\_, Advocate, hereby confirm that on \_\_\_\_\_, Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_ appeared before me, and after being cautioned that he /she is required to state the truth, and that if he / she fails to do so he / she shall be liable to the punishments prescribed by law, signed this statement in my presence.

\_\_\_\_\_  
**Stamp**

\_\_\_\_\_  
**Signature**

**Attorney / CPA confirmation**

I hereby confirm that Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_, is authorized to assume obligations by signature on behalf of the applicant company \_\_\_\_\_, Co. No. \_\_\_\_\_.

\_\_\_\_\_  
**Stamp and signature**

\_\_\_\_\_  
**Date**

**Statement form C – Application to employ a senior staff member of an airline or shipping company in accordance with section 1 (a) (3) of the general introduction**

I, the undersigned \_\_\_\_\_, I.D. \_\_\_\_\_, having been cautioned that I am required to state the truth, and that if I fail to do so I shall be liable to the punishments prescribed by law, hereby states as follows:

1. I hold the position of \_\_\_\_\_ in the company \_\_\_\_\_ Co. No. \_\_\_\_\_ (hereinafter, the “**Applicant**”), on whose behalf a request has been submitted to employ the foreign expert, Mr. / Mrs. \_\_\_\_\_, \_\_\_\_\_ Passport (country), No. \_\_\_\_\_ (hereinafter, the “**Foreign Expert**”).
2. This statement is given in support of an application for a permit to employ a senior employee in a foreign airline / shipping company in accordance with the international commitments of the State of Israel.
3. To the best of my knowledge, the Foreign Expert whose employment is requested is not suspected and has never been convicted of a criminal offense the circumstances of which should prohibit his entry into Israel.
4. I hereby state and undertake, that if the application is approved, the Foreign Expert whose employment is permitted shall be employed only in the position specified in section 2 above. I am aware that employing the Foreign Expert in any other work or transferring the Foreign Expert to another employer, in contradiction to the terms specified in the application, without prior authorization from the Population and Immigration Authority, is a violation of the terms of the permit.
5. I hereby state that I have carefully examined the qualifications of the Foreign Expert subject of this application, and found him to possess the required qualifications and expertise for the work for which this request has been submitted.
6. I am aware of the obligation to provide the Foreign Expert with medical insurance in accordance with section 1d of the Foreign Workers Law, at the expense of the employer, unless the employee is insured by a similar medical insurance in accordance with the Foreign Workers Order (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Worker Health Services Basket), 2001. I am aware that, if the Applicant is issued a permit to employ a Foreign Expert in accordance with this request, failure to provide medical insurance as specified in this section to such foreign national is a violation of the terms of the permit by the Applicant, and may result in an administrative fine / indictment and the cancellation of the permit.



7. I am aware that the labor laws protecting Israeli workers also apply to the employment of a Foreign Expert. I am aware that any violation of the labor rights of the Foreign Expert is a violation of the terms of the permit and will result in its cancellation (for more information on this issue refer to "Rights of Foreign Workers" on the Authority's website at [www.piba.gov.il](http://www.piba.gov.il)).
8. I hereby state that all the information provided in this application form and any accompanying documents is accurate and true. I am aware that submitting false or inaccurate information to the Authority shall be grounds for cancellation / restriction / conditioning of the permit following a lawful hearing.

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Signature**

**Attorney confirmation**

I, the undersigned, \_\_\_\_\_, Advocate, hereby confirm that on \_\_\_\_\_, Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_ appeared before me, and after being cautioned that he /she is required to state the truth, and that if he / she fails to do so he / she shall be liable to the punishments prescribed by law, signed this statement in my presence.

\_\_\_\_\_

**Stamp**

\_\_\_\_\_

**Signature**

**Attorney / CPA confirmation**

I hereby confirm that Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_, is authorized to assume obligations by signature on behalf of the applicant company \_\_\_\_\_, Co. No. \_\_\_\_\_.

\_\_\_\_\_

**Stamp and signature**

\_\_\_\_\_

**Date**

**Statement form D – Application to employ a lecturer or researcher in an academic institute recognized by the board of higher education in accordance with section 1 (a) (4) of the general introduction**

I, the undersigned \_\_\_\_\_, I.D. \_\_\_\_\_, having been cautioned that I am required to state the truth, and that if I fail to do so I shall be liable to the punishments prescribed by law, hereby states as follows:

1. I hold the position \_\_\_\_\_ in the academic institute \_\_\_\_\_ Reg. No. \_\_\_\_\_ (hereinafter, **“the Applicant”**), on whose behalf an application has been submitted to employ the foreign lecturer / researcher, Mr. / Mrs. \_\_\_\_\_, \_\_\_\_\_ Passport (country), No. \_\_\_\_\_ (hereinafter, the **“Foreign Expert”**), and this statement is given on my behalf and on behalf of the Applicant in support of the application.
2. The Foreign Expert whose employment is requested shall be employed as a lecturer / researcher at the Applicant.
3. The Applicant is an institute of higher education, as defined in the Foreign Workers Regulations (Exemptions for Employers of Foreign Experts), 2007 (as attested by the confirmation from the Board of Higher Education attached to the Application Form that the Applicant is an institute of higher education).
4. To the best of my knowledge, the Foreign Expert whose employment is requested is not suspected and has never been convicted of a criminal offense the circumstances of which should prohibit his entry into Israel.
5. I hereby state and undertake, that if the application is approved, the Foreign Expert whose employment is permitted shall be employed only in the position specified in section 2 above. I am aware that employing the Foreign Expert in any other work or transferring the Foreign Expert to another employer, in contradiction to the terms specified in the application, without prior authorization from the Population and Immigration Authority, is a violation of the terms of the permit.
6. I hereby state that I have carefully examined the qualifications of the Foreign Expert subject of this application, and found him to possess the required qualifications and expertise for the work for which this application has been submitted.
7. I am aware of the obligation to provide the Foreign Expert with medical insurance in accordance with section 1d of the Foreign Workers Law, at the expense of the employer, unless the employee is insured by a similar medical insurance in accordance with the Foreign Workers Order (Prohibition on



Unlawful Employment and Securing Adequate Conditions) (Worker Health Services Basket), 2001. I am aware that, if the Applicant is issued a permit to employ a Foreign Expert in accordance with this application, failure to provide medical insurance as specified in this section to such foreign national is a violation of the terms of the permit by the Applicant, and may result in an administrative fine / indictment and the cancellation of the permit.

8. I am aware that the labor laws protecting Israeli workers also apply to the employment of a Foreign Expert. I am aware that any violation of the labor rights of the Foreign Expert is a violation of the terms of the permit and will result in its cancellation (for more information on this issue refer to "Rights of Foreign Workers" on the Authority's website at [www.piba.gov.il](http://www.piba.gov.il)).
9. I hereby state that all the information provided in this application form and any accompanying documents is accurate and true. I am aware that submitting false or inaccurate information to the Authority shall be grounds for cancellation / restriction / conditioning of the permit following a lawful hearing.

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**

**Attorney confirmation**

I, the undersigned, \_\_\_\_\_, Advocate, hereby confirm that on \_\_\_\_\_, Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_ appeared before me, and after being cautioned that he /she is required to state the truth, and that if he / she fails to do so he / she shall be liable to the punishments prescribed by law, signed this statement in my presence.

\_\_\_\_\_  
**Stamp**

\_\_\_\_\_  
**Signature**

**Attorney / CPA confirmation**

I hereby confirm that Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_, is authorized to assume obligations by signature on behalf of the applicant company \_\_\_\_\_, Co. No. \_\_\_\_\_.

\_\_\_\_\_  
**Stamp and signature**

\_\_\_\_\_  
**Date**

**Statement form E – Application to employ a medical worker in a hospital in accordance with section 1 (a) (5) of the general introduction**

I, the undersigned \_\_\_\_\_, I.D. \_\_\_\_\_, having been cautioned that I am required to state the truth, and that if I fail to do so I shall be liable to the punishments prescribed by law, hereby states as follows:

1. I hold the position of \_\_\_\_\_ at the hospital \_\_\_\_\_ Reg. No. \_\_\_\_\_ (hereinafter, the “**Applicant**”), on whose behalf an application has been submitted to employ the foreign expert, Mr. / Mrs. \_\_\_\_\_, \_\_\_\_\_ Passport (country), No. \_\_\_\_\_ (hereinafter, the “**Foreign Expert**”).
2. This statement is given on my behalf and on behalf of the Applicant in support of an application for a permit to employ a foreign medical worker.
3. The foreign medical worker whose employment is requested is one of the following (mark one option and delete the rest):
  - a. A doctor to be employed at the hospital as part of an internship with the recommendation from the Ministry of Health.
  - b. A nurse to be employed at the hospital as part of an internship with the recommendation from the Ministry of Health.
  - c. An expert doctor to be employed at the hospital with the recommendation of the Ministry of Health.
4. To the best of my knowledge, the Foreign Expert whose employment is requested is not suspected and has never been convicted of a criminal offense the circumstances of which should prohibit his entry into Israel.
5. I hereby state and undertake, that if the application is approved, the Foreign Expert whose employment is permitted shall be employed only in the position specified in section 2 above. I am aware that employing the Foreign Expert in any other work or transferring the Foreign Expert to another employer, in contradiction to the terms specified in the application, without prior authorization from the Population and Immigration Authority, is a violation of the terms of the permit.
6. I am aware of the obligation to provide the Foreign Expert with medical insurance in accordance with section 1d of the Foreign Workers Law, at the expense of the employer, unless the employee is



insured by a similar medical insurance in accordance with the Foreign Workers Order (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Worker Health Services Basket), 2001. I am aware that, if the Applicant is issued a permit to employ a Foreign Expert in accordance with this request, failure to provide medical insurance as specified in this section to such foreign national is a violation of the terms of the permit by the Applicant, and may result in an administrative fine / indictment and the cancellation of the permit.

7. I am aware that the labor laws protecting Israeli workers also apply to the employment of a Foreign Expert. I am aware that any violation of the labor rights of the Foreign Expert is a violation of the terms of the permit and will result in its cancellation (for more information on this issue refer to "Rights of Foreign Workers" on the Authority's website at [www.piba.gov.il](http://www.piba.gov.il)).
8. I hereby state that all the information provided in this application form and any accompanying documents is accurate and true. I am aware that submitting false or inaccurate information to the Authority shall be grounds for cancellation / restriction / conditioning of the permit following a lawful hearing.

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**

**Attorney confirmation**

I, the undersigned, \_\_\_\_\_, Advocate, hereby confirm that on \_\_\_\_\_, Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_ appeared before me, and after being cautioned that he /she is required to state the truth, and that if he / she fails to do so he / she shall be liable to the punishments prescribed by law, signed this statement in my presence.

\_\_\_\_\_  
**Stamp**

\_\_\_\_\_  
**Signature**

**Attorney / CPA confirmation**

I hereby confirm that Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_, is authorized to assume obligations by signature on behalf of the applicant company \_\_\_\_\_, Co. No. \_\_\_\_\_.

\_\_\_\_\_  
**Stamp and signature**

\_\_\_\_\_  
**Date**

**Statement form F – Application to employ a foreign artist in accordance with section 1 (a) (6) of the general introduction**

I, the undersigned \_\_\_\_\_, I.D. \_\_\_\_\_, having been cautioned that I am required to state the truth, and that if I fail to do so I shall be liable to the punishments prescribed by law, hereby states as follows:

1. I hold the position of \_\_\_\_\_ in the company \_\_\_\_\_ Co. No. \_\_\_\_\_ (hereinafter, the “**Applicant**”), on whose behalf an application has been submitted to employ the foreign artist, Mr. / Mrs. \_\_\_\_\_, \_\_\_\_\_ Passport (country), No. \_\_\_\_\_ (hereinafter, the “**Foreign Expert**”), and this statement is given on my behalf and on behalf of the Application in support of the application.
2. The requested period of employment:
  - a. The Foreign Expert whose employment is requested shall be employed as an artist at the Applicant **for a period that does not exceed 3 months.**
  - b. The Foreign Expert whose employment is requested shall be employed as an artist at the Applicant **for a period that exceeds 3 months.**
3. To the best of my knowledge, the Foreign Expert whose employment is requested is not suspected and has never been convicted of a criminal offense the circumstances of which should prohibit his entry into Israel.
4. I hereby state and undertake, that if the application is approved, the Foreign Expert whose employment is permitted shall be employed only in the position specified in section 2 above. I am aware that employing the Foreign Expert in any other work or transferring the Foreign Expert to another employer, in contradiction to the terms specified in the application, without prior authorization from the Population and Immigration Authority, is a violation of the terms of the permit.
5. I hereby state that I have carefully examined the qualifications of the Foreign Expert subject of this application, and found him to possess the required qualifications and expertise for the work for which this application has been submitted.
6. I am aware of the obligation to provide the Foreign Expert with medical insurance in accordance with section 1d of the Foreign Workers Law, at the expense of the employer, unless the worker is a foreign artist arriving in Israel **for the purpose of performing a temporary task for a period that does not exceed 3 months, and is insured by a similar medical insurance in accordance with the Foreign Workers Order (Prohibition on Unlawful Employment and Securing Adequate Conditions)**



**(Worker Health Services Basket), 2001.** I am aware that, if the Applicant is issued a permit to employ a Foreign Expert in accordance with this application, failure to provide medical insurance as specified in this section to such foreign national is a violation of the terms of the permit by the Applicant, and may result in an administrative fine / indictment and the cancellation of the permit.

7. I am aware that the labor laws protecting Israeli workers also apply to the employment of a Foreign Expert. I am aware that any violation of the labor rights of the Foreign Expert is a violation of the terms of the permit and will result in its cancellation (for more information on this issue refer to "Rights of Foreign Workers" on the Authority's website at [www.piba.gov.il](http://www.piba.gov.il)).
8. I hereby state that all the information provided in this application form and any accompanying documents is accurate and true. I am aware that submitting false or inaccurate information to the Authority shall be grounds for cancellation / restriction / conditioning of the permit following a lawful hearing.

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Signature**

**Attorney confirmation**

I, the undersigned, \_\_\_\_\_, Advocate, hereby confirm that on \_\_\_\_\_, Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_ appeared before me, and after being cautioned that he /she is required to state the truth, and that if he / she fails to do so he / she shall be liable to the punishments prescribed by law, signed this statement in my presence.

\_\_\_\_\_

**Stamp**

\_\_\_\_\_

**Signature**

**Attorney / CPA confirmation**

I hereby confirm that Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_, is authorized to assume obligations by signature on behalf of the applicant company \_\_\_\_\_, Co. No. \_\_\_\_\_.

\_\_\_\_\_

**Stamp and signature**

\_\_\_\_\_

**Date**



**Statement form G –Application to employ a foreign worker for a temporary task that does not exceed 3 months in accordance with section 1 (a) (7) of the general introduction**

I, the undersigned \_\_\_\_\_, I.D. \_\_\_\_\_, having been cautioned that I am required to state the truth, and that if I fail to do so I shall be liable to the punishments prescribed by law, hereby states as follows:

1. I hold the position of \_\_\_\_\_ in the company \_\_\_\_\_ Co. No. \_\_\_\_\_ (hereinafter, the “**Applicant**”), on whose behalf an application has been submitted to employ the foreign expert, Mr. / Mrs. \_\_\_\_\_, \_\_\_\_\_ Passport (country), No. \_\_\_\_\_ (hereinafter, the “**Foreign Expert**”), and this statement is given on my behalf and on behalf of the Applicant in support of the application.
2. I hereby state that the Foreign Expert whose employment is requested is intended to perform a temporary and provisional task for a period that does not exceed 3 months, as follows (specify the work to be conducted by the Foreign Expert and the special need for his employment):  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_
3. To the best of my knowledge, the Foreign Expert is not suspected and has never been convicted of a criminal offense the circumstances of which should prohibit his entry into Israel.
4. I hereby state and undertake, that the Foreign Expert for whom the application has been submitted shall be employed only in the profession / work specified in the application and approved by the Authority. I am aware that employing the Foreign Expert in any other work or transferring the Foreign Expert to another employer, in contradiction to the terms specified in the application, is a violation of the terms of the permit.
5. **I hereby state that the Foreign Expert has been advised that he is to stay and work in Israel for a period that does not exceed three months, that he is required to leave Israel at the end of the permit and license period and that he may not request to remain in Israel to work for the Applicant or any other employer or transfer to another field of work.**
6. I hereby state that I have carefully examined the qualifications of the Foreign Expert subject of this request, and found him to possess the required qualifications and expertise for the work for which

this application has been submitted. The examination of the employee's qualifications has been conducted as follows:

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7. I am aware that the labor laws protecting Israeli workers also apply to the employment of a foreign worker, and that, in addition, the provisions of the Foreign Workers Law, 1991, apply to the employment of a foreign worker. I am aware that any violation of the labor rights of the Foreign Expert is a violation of the terms of the permit and will result in its cancellation (for more information on this issue refer to "Rights of Foreign Workers" on the Authority's website at [www.piba.gov.il](http://www.piba.gov.il)).
8. I hereby state that all the information provided in this application form and any accompanying documents is accurate and true. I am aware that submitting false or inaccurate information to the Authority shall be grounds for cancellation / restriction / conditioning of the permit following a lawful hearing.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**Attorney confirmation**

I, the undersigned, \_\_\_\_\_, Advocate, hereby confirm that on \_\_\_\_\_, Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_ appeared before me, and after being cautioned that he /she is required to state the truth, and that if he / she fails to do so he / she shall be liable to the punishments prescribed by law, signed this statement in my presence.

\_\_\_\_\_  
Stamp

\_\_\_\_\_  
Signature

**Attorney / CPA confirmation**

I hereby confirm that Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_, is authorized to assume obligations by signature on behalf of the applicant company \_\_\_\_\_, Co. No. \_\_\_\_\_.

\_\_\_\_\_  
Stamp and signature

\_\_\_\_\_  
Date



**Statement form H –Application to employ a foreign expert holding a valid license from a country whose citizens are exempt from a tourist visa, for a period of up to 45 days per year (in accordance with procedure 5.3.0040), in accordance with section 1 (a) (8) of the general introduction**

I, the undersigned \_\_\_\_\_, I.D. \_\_\_\_\_ / Passport No. \_\_\_\_\_ (if the undersigned is a representative of a foreign company), having been cautioned that I am required to state the truth, and that if I fail to do so I shall be liable to the punishments prescribed by law, hereby states as follows:

1. I hold the position of \_\_\_\_\_ in the company \_\_\_\_\_ Co. No. \_\_\_\_\_ (hereinafter, the “**Applicant**”), on whose behalf an application has been submitted to employ the foreign expert, Mr. / Mrs. \_\_\_\_\_, \_\_\_\_\_ Passport (country), No. \_\_\_\_\_ (hereinafter, the “**Foreign Expert**”), and this statement is given on my behalf and on behalf of the Applicant in support of the application.
2. I hereby state that the Foreign Expert whose employment is requested is required for the performance of a temporary and provisional task for a period not exceeding 45 days per year, in accordance with the provisions of procedure 5.3.0040, as updated from time to time (specify the work to be performed by the Foreign Expert and the special need for employing such Foreign Expert, the address of the business where the Foreign Expert is to be employed and the period of time required for the work – make sure to provide all of the information specified above):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. To the best of my knowledge, the Foreign Expert is not suspected and has never been convicted of a criminal offense the circumstances of which should prohibit his entry into Israel.
4. I hereby state and undertake, that the Foreign Expert for whom the application has been submitted shall be employed only in the profession / work specified in the request and approved by the Authority. I am aware that employing the Foreign Expert in any other work or transferring the Foreign Expert to another employer, in contradiction to the terms specified in the application, is a violation of the terms of the permit.
5. I hereby state that the Foreign Expert has been advised, in his own language, about the period of the work, the nature of the work, the details of the employer and the type of work for which he has been invited to Israel, that he is required to leave Israel at the end of the permit and license period,



that he will not be allowed to work in another field of employment or for another employer and that his license to stay will not be extended beyond 45 days per calendar year, while he is still in Israel.

6. I hereby state that I have carefully examined the qualifications of the Foreign Expert subject of this request, and found him to possess the required qualifications and expertise for the work for which this application has been submitted.
7. I am aware that the labor laws protecting Israeli workers also apply to the employment of a foreign worker, and that, in addition, the provisions of the Foreign Workers Law, 1991, apply to the employment of a foreign worker. I am aware that any violation of the labor rights of the Foreign Expert is a violation of the terms of the permit and will result in its cancellation (for more information on this issue refer to "Rights of Foreign Workers" on the Authority's website at [www.piba.gov.il](http://www.piba.gov.il)).
8. I hereby state that all the information provided in this application form and any accompanying documents is accurate and true. I am aware that submitting false or inaccurate information to the Authority shall be grounds for cancellation / restriction / conditioning of the permit following a lawful hearing.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**Attorney confirmation**

I, the undersigned, \_\_\_\_\_, Advocate, hereby confirm that on \_\_\_\_\_, Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_ appeared before me, and after being cautioned that he /she is required to state the truth, and that if he / she fails to do so he / she shall be liable to the punishments prescribed by law, signed this statement in my presence.

\_\_\_\_\_  
Stamp

\_\_\_\_\_  
Signature

**Attorney / CPA confirmation**

I hereby confirm that Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_, is authorized to assume obligations by signature on behalf of the applicant company \_\_\_\_\_, Co. No. \_\_\_\_\_.

\_\_\_\_\_  
Stamp and signature

\_\_\_\_\_  
Date



**Statement form I – Application to employ one of the following, in accordance with section 1 (a) (9) of the general introduction**

**Foreign diamond merchant** –applications shall be submitted only through the diamond supervisor at the Ministry of Economy.

**Foreign photographer or correspondent** –applications shall be submitted only through the Government Press Office, subject to a special procedure.

I, the undersigned \_\_\_\_\_, I.D. \_\_\_\_\_, having been cautioned that I am required to state the truth, and that if I fail to do so I shall be liable to the punishments prescribed by law, hereby states as follows:

1. I hold the position of \_\_\_\_\_ in the company \_\_\_\_\_ Co. No. \_\_\_\_\_ (hereinafter, the "**Applicant**"), on whose behalf an application request has been submitted to employ the foreign expert, Mr. / Mrs. \_\_\_\_\_, \_\_\_\_\_ Passport (country), No. \_\_\_\_\_ (hereinafter, the "**Foreign Expert**"), and this statement is given on my behalf and on behalf of the Applicant in support of the application.
2. To the best of my knowledge, the Foreign Expert is not suspected and has never been convicted of a criminal offense the circumstances of which should prohibit his entry into Israel.
3. I hereby state and undertake, that the Foreign Expert for whom the application has been submitted shall be employed only in the profession / work specified in the application and approved by the Authority. I am aware that employing the Foreign Expert in any other work or transferring the Foreign Expert to another employer, in contradiction to the terms specified in the application, is a violation of the terms of the permit.
4. I hereby state that I have carefully examined the qualifications of the Foreign Expert subject of this request, and found him to possess the required qualifications and expertise for the work for which this application has been submitted. The examination of the employee's qualifications has been conducted as follows:

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5. I am aware that the labor laws protecting Israeli workers also apply to the employment of a foreign worker. I am aware that any violation of the labor rights of the foreign worker is a violation of the

terms of the permit and will result in its cancellation (for more information on this issue refer to “Rights of Foreign Workers” on the Authority’s website at [www.piba.gov.il](http://www.piba.gov.il)).

6. I am aware of the obligation to provide the Foreign Expert with medical insurance in accordance with section 1d of the Foreign Workers Law, at the expense of the employer, unless the employee is insured by a similar medical insurance in accordance with the Foreign Workers Order (Prohibition on Unlawful Employment and Securing Adequate Conditions) (Worker Health Services Basket), 2001. I am aware that, if the Applicant is issued a permit to employ a Foreign Expert in accordance with this application, failure to provide medical insurance as specified in this section to such foreign national is a violation of the terms of the permit by the Applicant, and may result in an administrative fine / indictment and the cancellation of the permit.
7. I hereby state that all the information provided in this application form and any accompanying documents is accurate and true. I am aware that submitting false or inaccurate information to the Authority shall be grounds for cancellation / restriction / conditioning of the permit following a lawful hearing.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**Attorney confirmation**

I, the undersigned, \_\_\_\_\_, Advocate, hereby confirm that on \_\_\_\_\_, Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_ appeared before me, and after being cautioned that he /she is required to state the truth, and that if he / she fails to do so he / she shall be liable to the punishments prescribed by law, signed this statement in my presence.

\_\_\_\_\_  
Stamp

\_\_\_\_\_  
Signature

**Attorney / CPA confirmation**

I hereby confirm that Mr. / Mrs. \_\_\_\_\_, I.D. No. \_\_\_\_\_, is authorized to assume obligations by signature on behalf of the applicant company \_\_\_\_\_, Co. No. \_\_\_\_\_.

\_\_\_\_\_  
Stamp and signature

\_\_\_\_\_  
Date