



Employers to register their employees in ERGANI

14 January 2025 - All employers in Cyprus are obligated to register the Essential Terms of Employment of all their employees in the “ERGANI” Information System from 2 January 2025 to 28 February 2025.

This latest employers’ obligation has been announced in Decree ΚΔΠ 455/2024, issued by the Minister of Labour & Social Insurance. The decree was published in the Official Gazette of the Republic of Cyprus on 20 December 2024.

The main objective of the obligation is to facilitate the verification of compliance with local labour laws and to reduce undeclared work.

The Essential Terms of Employment to be registered in the “ERGANI” System (ergani.mlsi.gov.cy), as outlined in the Decree, include the following:

1. Employer details
2. For retail businesses, the type of business
3. Employee details
4. Employer's registered office
5. Place of work as per the employment contract and actual workplace at the time of registration
6. Job description and employee's specialization
7. Employment start date
8. Employment end date for fixed-term contracts
9. For temporary employment businesses, the details of the indirect employer
10. Terms and duration of the probationary period
11. Duration of annual leave and method of allocation
12. Salary/Wages, frequency of payment (daily/weekly/monthly/hourly)
13. Working hours of a standard workday/week
14. Indication if the employee's schedule is unpredictable
15. Other benefits/allowances, commissions, cost-of-living allowance, etc.

The relevant Decree requires the creation of an employer account in the “ERGANI”, if not already created, as well as the creation of an “Employment Contract” for all employees without any exception.

As always, the Taxation Department of Costas Tsielepis & Co Ltd is at your disposal should you require any further information or clarifications on this or any other tax issue.