

UPDATED GUIDELINES ON THE ADMINISTRATION OF EXPATRIATE QUOTA AND OTHER BUSINESS INSTRUMENTS

Introduction

The Honourable Minister of Interior has approved new guidelines concerning the administration of expatriate quota grants. The new guidelines would impact companies that have obtained expatriate quota grants and other business instruments. The new guidelines have a far-reaching ramification with regards to immigration compliance and regulation in Nigeria.

Need-to-know Information!

The guideline takes effect from **Monday, January 24, 2022**, and provides that **ALL** companies and organizations granted expatriate quota positions need to adhere to the following:

1. Evaluation of Expatriate Quota Positions on Permanent Until Reviewed (PUR) Status

- a) Approval has been granted by the Minister of Interior for an examination of all PUR instruments issued. This practice would assist the Ministry to determine the duration for which each PUR instruments has been held, the extent of utilization of the facility by respective organizations and assess the continued eligibility of holders.
- b) Companies and organizations that have been granted PUR facilities are requested to submit letters of approval to the Office of the Deputy Director. Deadline for submission is **February 28, 2022**.
- c) Clear copy of the approval letter is to be submitted to:

Office of the Deputy Director (E, I&I)
Citizenship and Business Department
Ground Floor, Room 110
Ministry of Interior, Federal Secretariat
Area 1, Abuja

- d) Companies are to note that the (PUR) statuses that are not submitted before the deadline would be deemed to have lapsed and would be cancelled.

2. Compulsory Submission of Monthly Returns

- a) Monthly returns on the utilization of all approved expatriate quota positions issued by the Ministry are to be submitted to their respective organizations online via <https://ecitbiz.interior.gov.ng/>.
- b) All organizations granted expatriate quota positions must ensure that their expatriates and Nigerian Understudies obtain National Identification Number (NIN) which must be reflected in their monthly returns.
- c) Online submission is compulsory and manual submission would no longer be accepted in accordance with the updated guidelines on the administration of the expatriate quota.

3. Update Details of Company Representatives

- a) Companies must update all the contacts details of their company representatives, whether full time employees or consultants by forwarding a formal letter to:

Office of the Deputy Director (E, I&I)
Citizenship and Business Department
Ground Floor, Room 110
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- b) The letter must contain the representative's full name, position held in the company, official email address, official phone numbers, alternative cell phone numbers, full mailing address for courier services, two copies of a recent passport photograph and photocopy of official identity card.
- c) There will be penalties for not abiding by the revised guidelines.

Conclusion

We believe this new restriction will help keep the virus outbreak under control and curtail the spread of the virus in the country. We also suggest that Nigerian citizens in their own interest should cancel, or postpone all non-essential travels abroad, including business and vacation trips, especially to countries affected by the disease. We are still unclear as to how long the directive will be implemented but the Secretary to the Government of the Federation was emphatic that these bans will remain in force until further notice.

For more information on this newsletter, please contact



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