

1. The alien woman is allowed entry into the Republic provided that at the point of entry the employer/artistic agent produces the original entry permit which is issued by the Civil Registry and Migration Department.
2. After her arrival in the Republic the alien:
 - will undergo medical tests at the Makarios Hospital
 - will sign the employment contract at the District Aliens and Immigration Department of the Police of the district where she will work and will receive its copy
 - will present (through the artistic agent) her passport to the Civil Registry and Migration Department for the granting of a residence/work permit for 3 months with the affixing of a seal on it, together with:
 - *an employment contract stamped by the Duty Stamps Registrar*
 - *the results of the medical tests*
 - *medical insurance*
 - *certificate from the Inland Revenue Department regarding her income tax*
 - will present herself together with her employer or her artistic agent within 7 days at the Branch District Aliens and Immigration Department of the Police of the district where she will work, for her registration and the receipt of an Aliens Registration Certificate (ARC), by submitting:
 - *her passport*
 - *4 photographs*
 - *photocopy of the entry permit*
 - *a declaration by her whether she has worked in the Republic before*
 - *a fee of 20 Cyprus Pounds.*
3. It is clarified that:
 - *the alien pays only the registration fee of 20CYP*
 - *the artistic agent pays the fee for the entry permit (CYP20), the extension of the residence permit (CYP20) and the expenses of the medical tests, and*
 - *the employer pays for the airline ticket, the income tax, social insurance and medical insurance.*
4. The temporary residence/work permit may be extended for a further three months upon the submission:
 - *of a completed M61 form signed by the alien*
 - *the original employment contract stamped by the Duty Stamps Registrar*
 - *new medical tests*

- *medical insurance*
- *copy of her passport*
- *identification of alien (ARC)*
- *bank deposit booklet*
- *income tax and social insurance payment receipts*
- *one photograph*
- *a fee of 20CYP.*

Both the alien and her employer should be present at the submission of the above documents in order to sign the employment contract in the presence of the Officer of the District Aliens and Immigration Department of the Police.

5. After the lapse of the six month period of work, the alien may return to the Republic for employment in the same job 6 months after her departure, and the same is repeated until she completes the maximum period of residence/work allowed for aliens, nationals of third countries.
6. The alien is obliged to always carry with her, her identification (ARC), her passport and the temporary residence licence (pink slip) and to produce them on the following occasions:
 - a) *for police check*
 - b) *for renewal of her residence and work permit, and*
 - c) *for change of her place of residence and work*
7. Both the employer and the employee will comply strictly with the conditions of the employment contract and will have a copy of the employment contract in their possession.
8. The employer is obliged to open a Bank Account in the name of the alien and to deposit in it her salary every month. The deposits booklet should be in the possession of the alien.
9. The employer does not have the right to deduct from the salary of the employee the value of the ticket, fees he paid to his agent or any other expenses he incurred for her arrival and employment in the Republic.
10. In case the alien interrupts the employment contract she has to pay part of the ticket for her repatriation unless the reasons for the interruption of the contract are due to violation of the terms of employment by the employer.
11. On the basis of the employment contract the alien has to be at the place of her

- work from 21:00 until 03:00 hours and is entitled to one day's leave from work per week about which she will be informed by her employer in advance. In case of absence due to illness a medical certificate should be produced.
12. The employer has no right:
 - *to impose fines on the alien or to terminate her employment without reason and without informing the Aliens and Migration Department of the Police*
 - *to keep her under confinement during non-working hours*
 - *to retain her passport or other personal effects*
 - *to force her to accompany customers within or outside the entertainment place*
 - *to send her for work to another employer.*
 13. The employer commits a criminal offence if he forces her to prostitution or if he exploits her sexually or in any other manner.
 14. In case the alien whose conditions of employment are violated or who is an object of sexual or other exploitation or is promoted to prostitution by her employer or by any other person, wishes to escape from the exploitation ring, after submitting a complaint to the Population and Migration Department, she is granted extension of her residence permit in Cyprus and a right to change her employer and/or job, if she is willing to cooperate with the authorities for the criminal prosecution of her employer and/or any other person who is responsible.
 15. During their residence in Cyprus the victims of exploitation are entitled to protection and support including arrangements for financial and psychological support and also have the right to a change of the category of their employment by the Civil Registry and Migration Department.
 16. The victims of exploitation also have the right to file an action against their employer and/or any other person who exploits them, with the Courts of Cyprus and ask for compensation due to violation of their rights.
 17. The alien who promotes herself to prostitution of her own will, without being forced to do so, violates the conditions of her work and consequently the conditions of her residence permit in the Republic and is liable to deportation.
 18. For the protection of aliens from exploitation, the institution of custodian of exploitation victims has been introduced. The custodian of exploitation victims is the Director of the Social Welfare Services. The custodian of exploitation victims in cooperation with other Services and Departments has the following functions:
 - *to advise and guide victims of exploitation*
 - *to hear their complaints and to take all measures for their full investigation by the competent organs*

- to arrange through the state services for their medical treatment and safe residence
- to promote through the competent authorities the persecution of the persons who have engaged in acts of exploitation or other actions which constitute violation of the Law
- to take all measures in order to support their rehabilitation, employment and repatriation.

19. In case the employer or any other person violates the above conditions and prerequisites of work or promotes the alien to prostitution or exploits her sexually or in any other manner, the alien may denounce the employer or any other person to the Police to the Office of Combating Trafficking in Human Beings of the Police, or to the Welfare Department or apply for help and guidance to the non-governmental organisations mentioned below.

20. For more information and resolution of problems aliens may immediately contact:

- **the headquarters of the Social Welfare Services**

Prodromou 63, 2063, Strovolos Nicosia.

Telephone: 22406655, 22406656

Fax: 22667907

- **the Welfare District Office of Nicosia**

Agiou Ilarionos 66, Kaimakli 1025 Nicosia

Telephone: 22804608

Fax: 22804666

- **The District Welfare Office of Limassol**

Franklin Roosevelt 80, 3011 Limassol

POB 56053

Telephone: 25804450

Fax: 25306576

- **The District Welfare Office of Larnaka**

Peliou 23-25, 6037 Larnaka

POB 40184

Telephone: 24800101

Fax: 24304876

- **The District Welfare Office of Paphos**

Kinyra and Aristoteli Valaoriti 28, 8100 Paphos

Telephone: 26306402

Fax: 26306162

- **the District Welfare Office of Famagusta**

1st April 170, 5310 Paralimni

Telephones: 23811720, 23811728

Fax: 23827698

- **the Aliens and Immigration Department of the Police,**

telephones:

22802345 Nicosia,

25805229-25805230 Limassol,

24804242 Larnaka,

26806212 Paphos

- **Office of Combating Trafficking in Human Beings of the Police**

telephones: 22808584, 1460 (Hot-line), fax: 22808608

- **the Ombudsman** Gladstone 6, 1095 Nicosia, telephone: 22456300

- **the Cyprus Gender Equality Observatory** -Kanari 7, Strovolos, telephones: 77772070 or 22441899

- **KISA-Movement for Equality, Support, Anti-racism**-Delphon 5 and Ionon 31, Nicosia, telephones: 22878181, fax: 22773039

- **APANEMI** POB:27452, 1645 Nicosia, telephones; 8000-1999, 25817306, 22751761, fax: 22346236, 25817307



REPUBLIC OF CYPRUS

**Informative leaflet
for women, nationals
of third countries,
who enter the Republic
of Cyprus
for employment
as artistes
in entertainment places
(cabarets)**

**Civil Registry and
Migration Department
Ministry of Interior**



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