



SZW employers overview:

What to do in a particular situation? This overview provides general information. For more detailed information about your particular situation, please contact the SZW unit.

DISMISSAL

1. Contact the labour affairs officer of the SZW unit for advice.
2. Pay the severance pay to the employee (unless the dismissal is clearly the fault of the employee).

ACCIDENT AT WORK

1. Report the matter to the Labour Inspectorate (+599 715-8888/arbeidsinspectie@rijksdienstcn.com) if:
 - The accident involves grave injuries or fatality
 - No personal injuries are suffered as a result of chance circumstances.
2. On the first day on which the employee concerned is unable to work, give him/her a completed white card and the industrial accident report form.
3. Continue to pay the employee.
4. Take your wage reimbursement claim to the the SZW office.
5. Submit a copy of the white card each month as long as the employee is unable to work. If the employee has been declared permanently unfit for work, hand in the original white card.

SICKNESS OF EMPLOYEE

1. SZW advises that all employees be in possession of their yellow card with the relevant company information completely filled in.
2. Continue to pay the employee.
3. Take your wage reimbursement claim to the the SZW office.
4. Submit a copy of the yellow card each month as long as the employee is unable to work. If the employee has been declared permanently unfit for work, hand in the original yellow card.

SICKNESS OF FAMILY OF EMPLOYEE

1. In case your employee needs to take care of or accompany a sick family member abroad, SZW cannot reimburse the wage costs. Make an agreement with your employee in this situation.

PREGNANCY OF EMPLOYEE

1. Give your employee a completed yellow card before she goes on leave. The maternity leave starts 6 to 4 weeks before the due date, depending on your employees' wishes. The employee is entitled to a total of 16 weeks leave on full pay.
2. Take your wage reimbursement claim to the the SZW office.

CONFLICT AT WORK

1. The labour affairs officer of the SZW unit has a neutral position and can provide advice for both employers as employees.

FINDING EMPLOYEES

1. To protect our labour market, you must actively try to recruit personnel locally. Check our website for the exact terms and conditions.
2. if despite your continued efforts, you have not succeeded in recruiting any local workers, you can submit a request for a work permit.
3. Get your copy of the application form and checklist at the IND counter or via our website.
4. Make an appointment at the IND office and hand in the completed application form and supporting documents.
5. 3 to 4 months before the permit ends, you can apply for a new work permit. Your application will be assessed again.

EMPLOYER

Elsa

SZW Saba

Monday through Thursday from 08:00 am until 12:00 noon
Cap. Matthew Levenstone Street z/n, The Bottom, (+599) 416-3804

SZW St. Eustatius

Monday through Thursday from 08:00 am until 12:00 noon
Mazinga Square, Oranjestad, (+599) 318-3376