

(Information sheet for foreign nationals)

PACKAGE LEAFLET FOR A FOREIGNER

1.	Purpose of entry to the Republic of Lithuania	The seasonal work must be covered by the work permit.
2.	Period of stay in the Republic of Lithuania	<p>In the case of a Schengen visa or a visa-free regime, this is no more than 90 calendar days within 180 calendar days.</p> <p>For the purposes of obtaining a national visa, a period of more than 90 calendar days within 180 calendar days, but not more than 6 months within a period of 12 months.</p>
3.	Validity of the seasonal work permit	<p>Validity is up to 6 months during the 12-month period, from the date of entry into force of the permit for seasonal work in the Republic of Lithuania.</p> <p>‘Six months’ may consist of one continuous period or several shorter periods, the total duration of which may not exceed 6 months over a period of 12 months.</p>
4.	Rights of the employee	<p>Rights include:</p> <ul style="list-style-type: none"> • safe and healthy working conditions; • the means to perform the functions of work; • a two-week notice period and a 0.5-month severance pay allowance, where the employer’s wishes to terminate the employment without the fault of the employee; • additional payment for: <ul style="list-style-type: none"> - overtime work (×1.5 of the employee’s salary rate), - work on rest and holidays (×2 employee’s salary rate). • to extend the employment contract once with the same employer, if the maximum period of validity of the work permit is not exceeded; • replace the employer once during the period of stay if the maximum period of validity of the work permit is not exceeded.
5.	Notification of change of suitable accommodation	The Employment Service under the Ministry of Social Security and Labour of the Republic of Lithuania must be informed, within seven (7) calendar days, about the appropriate living accommodation changed by the alien. It should indicate the address, the registration number and date of the respective contract or other document registered in the Real Estate Register, and the alien’s name, surname and date of birth.
6.	Submission of complaints to the State Labour Inspectorate of the Republic of Lithuania under the Ministry of Social Security and	<p>In case of a violation of the rights of the employee (for example, due to the requirements of maximum working time and minimum rest periods, not ensuring safe and healthy working conditions), submit a written complaint.</p> <p>Complaint form: http://www.vdi.lt/PdfUploads/Skundo_forma.pdf</p> <p>It is also possible to visit the territorial division of the State Labour Inspectorate:</p>

	Labour (hereafter – the State Labour Inspectorate)	In Vilnius: Algirdas g. 19, LT-03607 Vilnius, tel. (8 5) 265 2608; In Kaunas: Ausros g. 44, LT-44157 Kaunas, tel. (8 37) 338 506; In Klaipeda: Peace pr. 28, LT-91220 Klaipeda, tel. (8 46) 495 064; In Siauliai: Dvaro g. 50, LT-76346 Siauliai, tel. (8 41) 524 635; In Panevezys: Respublikos g. 38, LT-35173 Panevezys, tel. (8 45) 430 195.
7.	Is there a charge for the examination of complaints in the State Labour Inspectorate?	Complaints are handled free of charge.
8.	How long does it take for the State Labour Inspectorate to examine the complaint?	The complaint is examined for 20 working days; this deadline can be extended up to 10 working days.
9.	What to do if the decision of the State Labour Inspectorate is not accepted	If the decision of the territorial division of the State Labour Inspectorate is not accepted, it may be appealed within one month from the date of receipt. Appeals are conducted by the Supreme State Labour Inspectorate of the Republic of Lithuania, or the Administrative Court of the Republic of Lithuania. in accordance with the procedure laid down by the Law on Administrative Proceedings of the Republic of Lithuania. The decision of the Chief State Labour Inspectorate is made within one month from the date of receipt by the Vilnius Regional Administrative Court.
10.	Submission of applications to the Labour Dispute Commission	For individual labour disputes (e.g. disagreement between the employee and the employer in the conclusion, modification, performance or termination of the employment contract, unpaid wages, additional payment for overtime work, rest or holidays, holiday pay), the commission is asked to examine the employment dispute. Application form: http://www.vdi.lt/Forms/DGK.aspx
		The Labour Dispute Commission operates in the following cities: Vilnius, Kaunas, Klaipeda, Siauliai, Panevezys, Alytus and Telsiai. The application shall be submitted to the Labour Dispute Commission under the territorial division of the State Labour Inspectorate in the territory where the employee’s workplace is located. Labour Dispute Commission areas are listed here: https://www.vdi.lt/Forms/Tekstas1.aspx?Tekstai_ID=2332
11.	Is there a charge for the examination of applications in the Labour Dispute Commission	Applications for labour disputes shall be considered free of charge and costs incurred by the parties to the dispute shall not be awarded.
12.	How long does it take for the Labour Dispute Commission to resolve the labour dispute?	This is within one month of receiving the application, although in individual cases this may be extended for another month.
13.	What to do if the decision of the Labour Dispute Commission is not accepted	If the decision of the Labour Dispute Commission is not accepted, it is possible to bring an action in the court within one month from the date of the decision. The labour dispute will be re-examined in accordance with

		the provisions of the Code of Civil Procedure of the Republic of Lithuania.
14.	Illegal work by a foreigner	This is work without a visa and a permit to work, or without a written employment contract, or without notifying the territorial body of the State Social Insurance Fund at least one working day before the start of employment about starting work.