

REGIONAL INSIGHTS | MIDDLE EAST EXPANSION & EMPLOYMENT

EMPLOYMENT IN SAUDI ARABIA

3 to 4 weeks average time to complete Visa & Onboarding Typically, 3 months and a maximum 6 **Probation Period** months 1 day during probation and 60 days **Notice Period** post probation 60% basic salary, 30% accommodation, 10% Typical Salary Breakdown transport **Typical Working Week** Sunday to Thursday Monthly and Via WPS **Payroll Cycle Medical Insurance** Mandatory for all employees 21 working days, after 1 year service, 30 days after 5 Annual Leave years' of service Sick, Maternity, Parental & Hajj leave entitlements Other Leave after probation Family Sponsorship Available for employees meeting min. salary and visa profession requirements 15 days' Gross salary per year of service, for 2 to 5 years' service **End of Service Gratuity** 30 days' Gross salary for every year over 5 years' service

COMMON ADDITIONAL EMPLOYEE BENEFIT



Maximum Gratuity

Company accommodation



Annual flight to home country



There is no limit on the total gratuity amount

Help with school fees



Life insurance

KEY FACTS & FIGURES



Largest City Riyadh Second Language English

ARABIC

Expat Population 13m (approx.) Currency Value Pegged at US\$1=3.75 SAR

(SAR)

GDP per capita US\$21,000 (approx.)

EMPLOYMENT IN QATAR

Visa & Onboarding



2 to 3 weeks average time to complete

Probation Period



Typically, 6 months

Notice Period



Minimum 3 days during probation and 30 days post probation

Typical Salary Breakdown



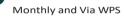
60% basic salary, 30% accommodation, 10% transport

Typical Working Week



Sunday to Thursday

Payroll Cycle



Medical Insurance



At present, private medical insurance not mandatory for all

employees

Annual Leave



21 calendar days, after 1 year service, 30 days

after 5 years' service.

Other Leave



Sick, Maternity, Parental & Hajj leave entitlements after probation

Family Sponsorship



Available for employees meeting min. salary and visa profession requirements

21 days' basic salary per year of service,

End of Service Gratuity

for 1 to 5 years' service 4 weeks' basic salary for every year,

•from 5 to 10 years' service

5 weeks' basic salary for every year over 10 years' service

Maximum Gratuity



There is no limit on the total gratuity amount

COMMON ADDITIONAL EMPLOYEE BENEFITS









Company accommodation

Annual flight to home country

Help with school fees

Life insurance

KEY FACTS & FIGURES







CAPITAL CITY DOHA

OFFICIAL ARABIC

POPULATION LANGUAGE 3.0M (APPROX.)

CURRENCY OATARI RIYAL (QAR)

GDP TOTAL 2022 US\$237.30BN

CURRENTLY NO VAT

Largest City

Second

Expat

..... Currency Value GDP per capita Time Zone

EMPLOYMENT IN UAE

Visa & Onboarding



2-4 days average time to complete

Probation Period



Typically 6 months

Notice Period



Minimum 14 days during probation and 30 days post probation

Typical Salary Breakdown



60% basic salary, 30% accommodation, 10% transport

Typical Working Week



Monday to Friday

Payroll Cycle

Monthly and Via WPS

Medical Insurance



Mandatory for all employees



30 calendar days or 22 working days,

after 1 year service



Sick, Maternity, Parental & Hajj leave entitlements after probation

Family Sponsorship

Other Leave



Available for employees meeting min. salary and visa profession requirements



21 days' basic salary per year worked, up to 5 years' service

End of Service Gratuity



30 days' basic salary per year over 5 years' service



Maximum Gratuity

24 month's salary





Dubai



Annual flight to home country



Help with school fees



Life insurance

UTC +4.00

KEY FACTS & FIGURES



...... Largest City Currency Value GDP per capita Time Zone

Second Expat

> Population Pegged at US\$53,758 Language 8.5m (approx.) US\$1=3.6725 AED English

> > Disclaimer

This information is for guidance only.

EMPLOYMENT IN OMAN



COMMON ADDITIONAL EMPLOYEE BENEFITS

gratuity amount



Company accommodation



Annual flight to home country



Help with school fees



Life insurance

KEY FACTS & FIGURES



CAPITAL CITY MUSCAT

OFFICIAL ARABIC

POPULATION LANGUAGE 4.6M (APPROX.)

OMANI RIAL (OMR)

CURRENCY GDP TOTAL 2022 US\$ 114.67BN

5%

Largest City

Second Language English	Expat	Religion	GDP per	Т
	Popul	Islam	capita	i
	ation		US\$	m
	1.8m		18,856	e
	(approx.)		(approx.)	Z
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EMPLOYMENT IN BAHRAIN

2-4 days average time to complete Visa & Onboarding Typically 3 months and maximum of 6 **Probation Period** Minimum 1 day during probation and 30 days **Notice Period** post probation

60% basic salary, 30% accommodation, 10% transport Typical Salary Breakdown

Sunday to Thursday

Payroll Cycle Monthly and Via WPS

Medical Insurance Mandatory for all employees Annual Leave 30 working days, after 1 year service

Sick, Maternity, Parental & Hajj leave entitlements **Other Leave** after probation

Available for employees meeting min. salary and visa **Family Sponsorship** profession requirements

> 15 days' gross salary per year of service, up to 3 years' service

30 days' gross salary per year of service, over 3 years' service

There is no limit on the total **Maximum Gratuity** gratuity amount

COMMON ADDITIONAL EMPLOYEE BENEFITS



Company

accommodation

Largest City

Manama

End of Service Gratuity

Typical Working Week

Annual flight to home country



Help with school fees



Life insurance

Religion Islam

KEY FACTS & FIGURES



English n 0.8m

DINAR (BHD)

Expat

Populatio

(approx.)

Disclaimer

Second

Language

GDP per capita US\$ 24,395 (approx.)

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EMPLOYMENT IN KUWAIT

Visa & Onboarding



2 to 3 weeks average time to complete

Probation Period



Typically, 100 days

Notice Period



1 day during probation and 90 days post probation

Typical Salary Breakdown



60% basic salary, 30% accommodation, 10% transport



Typical Working Week



Sunday to Thursday

Payroll Cycle



Monthly and Via WPS

Medical Insurance



Mandatory for all employees

Annual Leave



30 working days per year, after 9 months' continuous service

Other Leave



Sick, Maternity, Parental & Hajj leave entitlements after probation



Foreign nationals cannot currently sponsor their families or dependents



15 days' Gross salary per year of service, for 1 to 5 years' service

End of Service Gratuity



30 days' Gross salary for every year over 5 years' service

Gratuity shall not exceed 18 month's salary

Maximum Gratuity

COMMON ADDITIONAL EMPLOYEE BENEFITS









Company accommodation

Annual flight to home country

Help with school fees

Life insurance

KEY FACTS & FIGURES



CAPITAL CITY **KUWAIT CITY** OFFICIAL ARABIC

POPULATION LANGUAGE 4.3M (APPROX.)

CURRENCY KUWAITI DINAR (KWD) US\$ 184.56BN

GDP TOTAL 2022

CURRENTLY NO VAT

Largest City **Kuwait City**

Second Language English

Expat Population 2.9m (approx.) Religion Islam

..... GDP per capita US\$ 26.787 (approx.)

Time Zone UTC +3.00