

Legal Updates

Regulatory Framework of Employment Contracts under Ministerial Decree No. (214) of 2025

1. Definition of the Employment Contract

Article (1) defines the employment contract as an agreement under which a worker undertakes to perform work for an employer under the latter's supervision or direction in return for remuneration.

2. Drafting and Depositing the Contract

According to Article (2), the employer must draft the contract in Arabic in four copies, distributed as follows:

- One copy for the employer.
- One copy for the worker.
- One copy for the competent Social Insurance Office.
- One copy for the competent administrative authority.

3. Electronic Deposit Mechanism

Article (3) specifies the procedures for depositing the fourth copy with the relevant Labor Directorate, either in paper or electronic form, including:

- Using the establishment's official registered email.
- Attaching legal documents such as the commercial register and tax card.
- Providing a copy of the employer's national ID card or passport.
- Including company details and the number of attached contracts.
- Attaching a list of workers' names and information in both PDF and Excel formats.
- Sending each contract as a separate PDF file titled with the worker's name and national ID number.

4. Renewal or Termination

Article (4) obliges employers to notify the competent Labor Directorate of the renewal or termination of fixed-term contracts within fifteen (15) days from the date of renewal or termination.

5. Contracts Concluded Prior to Enforcement

Article (5) exempts employers from depositing indefinite contracts concluded before September 1, 2025, while requiring the deposit of fixed-term contracts upon their first renewal.

6. Essential Contract Data

Article (6) requires that each contract include at least:

- The commencement date.
- Employer and employee details.
- Nature of the work.
- Agreed-upon wages and benefits.

7. Foreign Workers

Article (7) requires that contracts for foreign workers be drafted in both Arabic and the worker's language (or in English). In case of discrepancy, the Arabic version shall prevail.

8. Legal Consultation

Article (8) authorizes the Ministry of Labor and its directorates to provide legal consultation to both parties to the employment relationship in order to determine the true nature of the relationship and distinguish it from other legal arrangements.

Conclusion

Ministerial Decree No. (214) of 2025 represents a significant milestone in regulating employment relationships in Egypt, reinforcing contractual transparency and reflecting the state's commitment to modernizing the legislative framework in line with the objectives of digital transformation and administrative efficiency across the labor sector.