

# TERMS OF EMPLOYMENT

## SALARIES & WAGES

The minimum wage in Lebanon is currently set at LBP /675,000/ (or the equivalence of USD /450/).

### Working Hours:

- » 48 hours per week.
- » Under special circumstances, employers are allowed to add extra 12 hours per week to an employee's regular shift, contingent on a permit issued by the Ministry of Labor and overtime hours paid 1.5 times.

### Breaks:

- » A minimum of an hour rest in the middle of the day whenever the duration of work exceeds six hours for men and five hours for women.
- » The salaried persons shall be given a weekly rest that must not be less than 36 consecutive hours.
- » The employer may choose the day of this rest and allocate it among all salaried personnel according to working requirements.

### Annual Leave:

- » Starting the end of the first year of employment, the employee is entitled to an annual leave of fifteen working days with full pay.
- » The employer may choose the leave dates according to work requirements.
- » The salaried person shall not be dismissed or served with a dismissal notice during the mentioned leave.

### Sick Leave:

Each employee is entitled to sick leave based on a medical report, which duration is pro-rata to his employment duration:

EMPLOYMENT DURATION	SICK LEAVE DURATION
Between 3 months and 2 years	<ul style="list-style-type: none"> <li>• Half month with full pay</li> <li>• Half month with half salary</li> </ul>
More than 2 years up to 4 years	<ul style="list-style-type: none"> <li>• 1 month with full pay</li> <li>• 1 month with half salary</li> </ul>
More than 4 years up to 6 years	<ul style="list-style-type: none"> <li>• 1 month and a half with full pay</li> <li>• 1 month and a half with half salary</li> </ul>
More than 6 years up to 10 years	<ul style="list-style-type: none"> <li>• 2 months with full pay</li> <li>• 2 months with half salary</li> </ul>
More than 10 years	<ul style="list-style-type: none"> <li>• 2 months and a half with full pay</li> <li>• 2 months and a half with half salary</li> </ul>

In case the sick leave duration lasts for more than one month, the employer has the right to reduce the annual leave to 8 working days.

### Public Holidays:

- » 2 compulsory public holidays: Labor Day (May 1st), and Independence Day (November 22nd).
- » In addition, there are 13 other government-recognized holidays during which all public offices and most businesses are closed.