

# PwC Azerbaijan Times

## Issue №5

### Overview of this Issue:

- Procedural change in the process of work and temporary residence permit application
- The Law has been approved on amendments to the Law of the Republic of Azerbaijan "On State Registration and State Registry of Legal Entities"
- PwC's Academy in Azerbaijan announces a new corporate training on «Job evaluation and grading»



For any questions related to the information included herein, please contact:

Arif Guliyev, Managing Director, Tax & Legal Services

[Leaderarif.guliyev@pwc.com](mailto:Leaderarif.guliyev@pwc.com)

Elchin Mammadov, Director, Head of Legal Practice

[elchin.mammadov@pwc.com](mailto:elchin.mammadov@pwc.com)

Elnur Mammadov, Director, Tax Reporting and Strategy Leader

[elnur.mammadov@pwc.com](mailto:elnur.mammadov@pwc.com)

Aysel Suleymanova, Marketing & Communications Leader

[aysel.suleymanova@pwc.com](mailto:aysel.suleymanova@pwc.com)

#### PwC Azerbaijan

The Landmark Office Plaza III | 12th Floor  
90A Nizami Street  
AZ1010 Baku | Azerbaijan

Tel: +994 12 497 2515  
Fax: +994 12 497 7411

[www.pwc.com/az](http://www.pwc.com/az)

© 2019 PwC. The material contained in this alert is provided for general information purposes only and does not contain a comprehensive analysis of each item described. No representation/warranty is given as to the accuracy or completeness of the information in the publication. Before taking (or not taking) any action, readers should seek professional advice specific to their situation. No liability is accepted for acts or omissions taken in reliance upon the contents of this alert.

### Procedural change in the process of work and temporary residence permit application.

Commencing from 2019 the State Migration Service ("SMS") implemented significant change in procedure of filing and collection of documents for work and temporary residence permit application. As per the change, any person (i.e. an employee or an independent service provider) representing the company that invites an expat employee, may file the documents and collect the issued permits on the basis of the Power of Attorney granted to him/her by company management. Kindly be informed that previously only Directors, Deputy Directors and employees of the company duly registered with the SMS as legal representatives had such authorities. As a supporting document, the SMS may request either an extract from an order of appointment (if the representative is an employee of the inviting company) or the copy of the first and last pages of an agreement signed between the inviting company and the provider of migration services (if the representative is an employee of the independent service provider).

### The Law has been approved on amendments to the Law of the Republic of Azerbaijan "On State Registration and State Registry of Legal Entities".

The amendments resulted in change of the procedure of state registration of legal entities. The law as amended states that:

"The [registration] application shall be signed by a founder (by all founders, if there are several founders), an authorized representative (authorized representatives) or person properly authorized by their respective representatives, and be notarized."

In other words, during the registration of a legal entity (or a branch or a representative office of a foreign legal entity in the Republic of Azerbaijan) or change of a director, a person appointed as the director shall express his/her consent with the said appointment by signing a power of attorney to an agent who would be dealing with the registration. The said power of attorney must be notarized and, if issued outside Azerbaijan, legalized/apostilled. Another option for the director to confirm his/her appointment is to appear in person in the Department of National Revenues of the Ministry of Taxes.

# PwC Azerbaijan Times

## Issue № 5

### PwC's Academy in Azerbaijan announces a new corporate training on «Job evaluation and grading».

Course will provide delegates with an in-depth understanding of PwC job evaluation and grading design methodology and provide an understanding of how grading fits into the broader context of HR management.

Course will involve both theoretical understanding and the practical application of various techniques required for effective job evaluation and grading process. During the session, delegates will be working on case studies to analyze job profiles and evaluate them using the relevant tools and techniques to gain hands-on experience in evaluation\*.

#### Who should attend?

HR practitioners and/or job evaluation panelists who need to evaluate jobs and design grading structures in their organizations.

*The course is only available to organizations upon request and is not subject to open enrollment. It is also not available to consulting companies or independent consultants.*

#### Why attend?

At the end of the course, delegates will be able to:

- Understand the principles and factors of PwC job evaluation methodology;
- Learn skills and techniques needed to conduct job analysis utilizing PwC job evaluation methodology in an organizational context;
- Obtain hands-on experience of evaluating jobs through practical case studies relevant to their organizational context;
- Understand how job evaluation contributes to the pay and grading structure;
- Learn principles of grading structure design and be able to apply them in design of grading system relevant to their organization.

#### Benefit of the course:

- The organization will have a team of in-house professionals who acquired the necessary skills and knowledge to implement job evaluation and

grading systems;

- Job evaluation and grading will help organizations to establish a market-related salaries for similar jobs to be able to attract and retain the talent they need to be successful;

- Implemented pay and grading structures will allow organizations to ensure that salary structures are set up on transparent, fair and objective criteria such as skills, responsibility, experience etc.;

- Organizations will be able optimize the payroll costs and salary administration policy;

- Organizations will be able to define and structure the career-path development, align performance management and staff training initiatives and link other remuneration elements with grading;

- Having appropriate, competitive and well maintained pay and grading structures will result in employees feeling valued and motivated.

*Corporate training solutions are designed for a single company and custom tailored to its unique circumstances.*

#### For any inquiries please contact:

**Rena Rzayeva,**

People and Organisation Leader  
+994 12 497 25 15  
Rena.rzayeva@pwc.com

**Sevinj Alekperova,**

PwC's Academy in Azerbaijan Manager  
+994 12 497 25 15  
sevinj.alekperova@pwc.com