



Funded by the European Union

PROMOTING SUSTAINABLE AND SOCIALLY INCLUSIVE LABOUR MARKET INTEGRATION PROJECT

EMPLOYER INCENTIVE SCHEME FOR FORMAL JOB CREATION: **Support For Social Security Premium**

Provinces: Ankara, Gaziantep, İstanbul and Kahramanmaraş

Guideline for Applicants



Application Period: **1 December - 15 December 2025**

All applications must be submitted through the EDF website: <http://turkiye.edf.iom.int/>



Background

IOM, established in 1951, is part of the United Nations System and stands as the leading intergovernmental organisation in the field of migration. With 175 member states, a further 8 states holding observer status and offices in 172 countries, IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing support to migrants across the world, developing effective responses to the shifting dynamics of migration, and providing support on migration policy and practice.

Türkiye ranks among the leading countries worldwide in hosting the largest foreign population under protection status. According to the statistics of the Presidency of the Migration Management of the Ministry of Interior (PMM), as of 18 September 2025, there are about 4 million foreign nationals living in Türkiye, approximately 2.4 million of whom are Syrians under temporary protection. In addition, an estimated 178,399 international protection holders or applicants, about 1.1 million regular migrants holding a residence permit, reside in the country.

Data gathered from the Turkish Statistical Institute (TURKSTAT) shows that there have been decreases in the unemployment rates in Türkiye in the last three years, as the unemployment rate was 10.4 per cent in 2022, 9.4 per cent in 2023 and in 2024 it is 8.7 per cent. In addition, according to TURKSTAT data, in 2024, the rate of informal employment—referring to individuals aged 15 and over working without any contract, social security coverage, or legal protection—was 26,5% . This represents a significant decrease over the years. In 2008, the rate was 43.5%, and by 2014, it had declined to 34.5%, reflecting the impact of ongoing efforts to reduce informal employment. Despite the decrease in the unemployment rate and informal employment rate, both are still a challenge for the labour market.

In this regard, IOM has started to implement the European Union-funded project titled “Promoting Sustainable and Socially Inclusive Labour Market Integration (Employability)” as of April 2024. The aim of the project is to increase formal employment of **Syrians under temporary protection (SuTPs), persons under international protection (PuIPs)**, and **Turkish citizens** and to strengthen the harmonization process in Türkiye.

The specific objectives of the project are as follows:

1. Improved level of employability of SuTPs, PuIPs and Turkish citizens.
2. Strengthened the capacity of government and non-government institutions and employers to improve access of SuTPs, PuIPs and Turkish citizens to information, employability and protection safeguards
3. Increased effectiveness of government and non-government institutions in providing employment support services to SuTPs, PuIPs and Turkish citizens
4. Improved level of social cohesion between SuTPs, PuIPs and Turkish citizens in the community and workplaces

Under the Employability Project, eligible employers will be provided with incentives, namely, social security premium support and, where applicable, work permit fee support. IOM aims to support the creation of a favorable environment for the hiring of skilled SuTPs, PuIPs, and host community members. The incentives for employers aim to encourage them to contribute to inclusive economic growth of targeted populations. Under this activity, IOM shall provide monthly financial support corresponding to the 12-month social security premium contributions, and, where necessary, cover work permit application fees for SuTPs, and PuIPs.

This activity contributes directly to Output 2.2 of the Employability Project, which aims to provide employer incentives and business advisory services to support the formal employment of SuTPs, PuIPs, and Turkish citizens. It complements broader efforts under the project to reduce informal employment, enhance employer capacity, and promote fair recruitment practices.

In this regard, IOM is planing to support the creation of new registered employment for a total of 340 workers—170 under SuTP and PuLPs and 170 Turkish citizens—through the provision of social security premium support and work permit fee support to employers under this call. A monthly support payment of 10,000 TRY will be provided for each newly employed person for a period of 12 months. Besides, the work permit fee per worker is reimbursed by the Programme for SuTP and PuLP employees. The incentives under this call for proposals target SMEs with 10 to 249 employees that demonstrate high growth potential and have the capacity to ensure the sustainability of newly created jobs within the scope of the project.

Eligibility Criteria

The objective of this call for applications is to support SMEs in creating new and formal employment opportunities for SuTPs, PuLPs, and Turkish citizen community members in Ankara, Gaziantep, İstanbul and Kahramanmaraş.

The call for applications is specifically aimed at Small and Medium Enterprises (SMEs) that fulfil the following eligibility criteria:

- The applicant enterprise workplaces must be registered and actively operating in one of the provinces of **Ankara, Gaziantep, İstanbul and Kahramanmaraş**.
- The applicant enterprise must have between **10 and 249 full-time employees** at the time of application. This count includes employees who are officially registered with the Social Security Institution (SGK).
- The applicant enterprise must have been established for **at least one year** prior to the announcement date of the Call for Applications.
- Applications must be **submitted directly by the enterprise**. Submissions made through third parties will not be considered.

Important: Applications that do not meet these criteria will be automatically rejected by the system.

Other Criteria That Will Be Effective on The Selection of the Applicant

- This call is open to all enterprises operating in various sectors, including services, manufacturing, and agriculture. However, priority will be given to enterprises operating in the sectors identified as key for each province, as listed below.

Province	Priority Sectors*
Ankara	Manufacturing Industry, Accommodation and Food Service Activities
Gaziantep	Manufacturing Industry
İstanbul	Manufacturing Industry, Accommodation and Food Service Activities
Kahramanmaraş	Manufacturing Industry

- Recruit a higher percentage of women.
- Recruit persons with disabilities.
- Operate in the sectors identified as priority areas under the project’s labour market assessment and shown in the table above.
- Demonstrate prior efforts to formalize employment (e.g., compliance with SGK regulations, work permit).
- Sustainability plan that shows strong potential for sustainable employment beyond the support period.

Support Amount and Payment Conditions

IOM will provide monthly financial support for a period of 12 months based on the social security premium support payments and, where necessary, cover the work permit application fees for SuTPs and PuLP. The terms and details of the support to be provided are presented below.

1. Social Security Premium Support

- Social security premium support shall be granted for a maximum **period of 12 months** to Turkish citizens and SuTPs or PuLP employed within the scope of this Program.
- A monthly financial support of **10,000 TRY** shall be provided for each newly recruited employee.
- The support shall apply only to employees **newly recruited** under the Program
- Enterprises shall commit to **formally employing** the employees benefiting from the support for a **minimum of 12 months**.
- The financial support payment shall be made to enterprises **every three months, following the documentation and verification** of the employer’s social security premium payments.

2. Work Permit Fee Support

- The Program covers the work permit application fee and valuable paper fee for SuTPs and PuLPs.
- Payment shall be made to the employer for each employee upon submission of the work permit document, taking into account the amounts specified in the most recently published General Communiqué Law on Fees.

3. Conditions for Benefiting from the Support

- Enterprises must employ at least 2 new employees under the Program.
- The distribution of newly recruited employees shall be as follows:
 - » 50% Turkish citizens
 - » 50% SuTP and/or PuLP
- • For each enterprise or branch, support can be provided for a maximum of:
 - » 20 SuTP and/or PuLP
 - » 20 Turkish citizens, for a total of 40 persons.

4. Period of Validity

- The specified support amounts are valid only for this call for applications.

Eligibility Conditions for Employees to Be Recruited

Enterprises must recruit at least one SuTP or PuLP and one Turkish national to be eligible for social security premium support. In order to benefit from the Programme, the number of SuTP and PuLP employees for whom the application is filed should be equal to Turkish workers.

Please find below the requirements for new employees for enterprises to benefit from this support.

i. Requirements for Turkish citizens

- Not being a first-degree blood relative or spouse of the employer,
- Not being insured with the employer to be worked for in the last 1 month before the application date,
- Not to have worked for more than 6 months with the employer to be employed in the 12-month period before the application date,
- Employees should be employed full-time (by paying social security premiums on the basis of at least 20 days, except for reasonable grounds), and their premiums should be fully paid.

ii. Requirements for SuTP and PuLP foreigners

- Having a temporary protection identity document or IP application or status identity document,
- Not to apply outside the province where they are registered,
- Not being the first degree blood relative or spouse of the employer,
- Not being insured with the employer to be worked for in the last 1 month before the application date,
- Employees should be employed full-time (by paying social security premiums on the basis of at least 20 days, except for reasonable grounds), and their premiums should be fully paid.

Disqualification Criteria

Applicants will **not** be eligible to participate in the Call for Applications or receive support if they fall under any of the following categories:

- Bankrupt, undergoing liquidation, engaged in court proceedings, in settlement with creditors, or have suspended commercial activities.
- Convicted of professional misconduct by a final (non-appealable) court ruling.
- Identified by IOM, based on reasonable evidence, as engaging in serious professional misconduct.
- Failure to meet tax or social security obligations as per Türkiye's legal regulations.
- Found guilty of fraud, corruption, involvement in a criminal organization, or any other illegal activity by a final court ruling.

Additionally, applicants will be **disqualified** if they:

- Have a conflict of interest.
- Have provided false or incomplete information required by IOM for participation.
- Have attempted to gain unauthorized access to confidential information on during the selection process.

Required Mandatory Documents for Application:

When submitting your application, please ensure the following documents are included:

- Tax Certificate (Vergi Levhası)
- Turkish Trade Registry Gazette (Türkiye Ticaret Sicili Gazetesi kaydı)
- Chamber Registration Document (Oda Kayıt Belgesi veya Faaliyet Belgesi)
- List of Insured Employment Service (Sigortalı Hizmet Listesi)
- Corporate Tax Return or Annual Income Tax Return (Kurumlar Vergisi Beyannamesi veya Yıllık Gelir Vergisi Beyannamesi)

Interested SMEs must submit all the required mandatory documents listed above. If specific documents are unavailable, alternative documents providing equivalent information may be accepted, provided that they are officially valid and include the required details. In case of missing mandatory documents, the application will be considered ineligible. IOM reserves the right to request additional information, documents, or clarification from any or all applicants as needed.

How To Apply?

Before applying, carefully review application guideline document to confirm that your enterprise aligns with the program's objectives and requirements. Applications will be submitted through the IOM Türkiye Enterprise Development Fund (EDF) Program website. Visit the website: <http://turkiye.edf.iom.int> for detailed information

Please note: In order to be eligible for the support, the enterprise shall recruit a minimum of two (2) new employees, comprising one SuTP or PuLP and one Turkish citizen.

Ensure you thoroughly review the application details and eligibility criteria. If your enterprise meets the requirements, proceed to select your enterprise's location.

Complete the application form in full, providing all requested information, including a business plan demonstrating the sustainability of the recruitment for a minimum period of 12 months.

All applications must be submitted online no later than 15/12/2025.

Selection Criteria and Scoring Table

Selection Criteria	Relevance	Sub Score	Score
Sustainability Plan	<ul style="list-style-type: none">A candidate can apply for support for up to 40 new employees.The requested number of new employees cannot exceed the current number of employees in the business.Sustainability plan that shows strong potential for sustainable employment beyond the support periodThe sustainability of the new staff requested must be clearly explained.The current and projected revenue of the business must be sufficient to cover the costs of the new staff (salaries).The roles and responsibilities of the new employees must be clearly defined.The physical capacity of the business premises must be clarified to accommodate the new staff.The business may operate in one of the priority sectors defined for the targeted provinces in the application guidelines	<p>Quality of Sustainability Plan: 20 points</p> <p>Clear definition of the roles and responsibilities of new staff: 15 points</p> <p>Physical capacity of business premises for new staff: 10 points</p> <p>To operate in one of the priority sectors: 5 points</p>	50 points
Current Employees	<ul style="list-style-type: none">The number of the reported employees should be accurate, as IOM will verify that at different stagesThe requested number of new employees cannot exceed the current number of employees in the business.Demonstrate prior efforts to formalize employment (e.g., compliance with SGK regulations, work permit)	<p>Verification and Accuracy of Reported Employee Numbers: 15 points</p> <p>Demonstrate prior efforts to formalize employment: 5 points</p>	20 points
Requested Support for Recruitment of New Staff	<ul style="list-style-type: none">Enterprises must employ at least 2 new employees to benefit from the support.The distribution of newly recruited employees shall be as follows:<ul style="list-style-type: none">» 50% Turkish citizens» 50% SuTP and/or PuLPEnterprises shall commit to formally employing the new employees for a minimum of 12 monthsRecruitment of womenRecruitment of persons with disabilities	<p>The number and distribution of new employees is consistent with the support criteria: 20 points</p> <p>Recruitment of women: 5 points</p> <p>Recruitment of persons with disabilities: 5 points</p>	30 points

Frequently Asked Questions (FAQ)

- 1. Can existing employees be rehired under this scheme?**

No, to be eligible, the recruitment must be for new employees. Newly hired employees must not have been insured with the same employer in the one (1) month before the application date.
- 2. Can we apply for less than 20 workers?**

Yes, enterprises can apply to recruit a minimum of two (2) employees—one (1) SuTPs or PuLPs and one (1) Turkish citizen—and a maximum of forty (40) employees, with at least half of the employees being SuTPs or PUIPs.
- 3. Can new employees be from a different province?**

For SuTPs, a work permit or a work permit exemption form is required for formal employment. It is possible to apply for a work permit in a province different from the one in which the employee is registered. Along with the work permit, a travel permit and a referral document may also be obtained. Support under this project cannot be used to change a SuTP’s registration province.
- 4. If my business operates in more than one province, can I apply for the Project support for each location?**

Yes, if your business has official branches in one or more provinces within the project’s target cities, you can also apply for support for these branches.
- 5. Is the project open to businesses across all industries, or does it prioritize specific sectors?**

Yes, while the project is open to businesses across all industries, priority is given to sectors that identified as priority areas under the project’s labour market assessment (pls see the table in page 4).
- 6. Can newly established businesses (less than one year) apply to the Project?**

No, newly established businesses that have been operating for less than one year are not eligible to apply for the Project. To qualify for support, your business must have been actively operating for at least one year. This ensures that the program supports businesses with an established presence and a proven track record of stability and activity. If your business is less than one year old, you will need to wait until it meets this criterion before applying.
- 7. How old can the documents be when submitted during the application process?**

All documents submitted during the application process must be no older than six months from the application date. Documents older than six months will not be accepted. Submitting outdated documents may result in the rejection of your application, requiring you to provide updated versions. Ensuring that your documents are current and valid is important to avoid any delays or rejections during the application review process. Please double-check the dates on all documents before submitting them to make sure they comply with this requirement.

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