

# Visas For Mozambique

## Procedures for Travelers

You may get a Tourist Visa at the border or apply for a Business Visa through your nearest Mozambican Embassy. Application forms can be downloaded from your nearest Mozambican Embassy's web page. You will need to attach your passport, passport photos, an itinerary, and a letter of support, which HAI will provide to you. In the U.S., we can send these documents via courier to the embassy in Washington, D.C. You will need to find out if this is possible in your location, or if you need to appear in person.

## Procedures for Employees Relocating to the Field

Our sources inform us that visa categories are issued by each embassy or consulate depending on the documentation provided. You will need a **work visa to be issued by the Mozambican Embassy in the country of origin or the nearest embassy**; please confirm this in writing or in person, as the case may be, to ensure you receive the proper visa. In the application form, for the duration of your stay, write in "2 years" so there is no question you will be living in-country for a while. If your spouse and children are also relocating, the employee should request the same type of visa.

Providing the following documents with your application should inform the embassy that you desire a work visa: 1) a copy of your employment offer letter, 2) a copy of your criminal record, 3) passport photos. When you arrive in Mozambique, the work visa can be renewed in-country (no need to leave the country); the only problem is that this visa is valid only for 30 days and renewable for another 30 days with the assumption that by the end of 60 days a DIRE or residency permit will be issued. However, we are finding that the process is taking much longer.

And if you arrive with any other type of visa, this will present further complications. In some cases, the employee can go to South Africa or other neighboring country with a Mozambican Embassy and apply there for the proper visa. In other cases, this may not be an option depending on the diplomatic relations between the employee's home country and Mozambique.

## Other Procedures for Employees Relocating to the Field

The work visa is only the starting point in applying for a **work permit**, which is handled by the Ministry of Labor; this can take a month or more to process. HAI field staff will be able to assist you in this process.

When you are hired, we need to inform the Ministry of Health (MISAU) that HAI wishes to hire you and get their **permission** to do so. For this step, we need to submit letters from HAI and some of the documents requested below. This step could take two months.

When you are hired, we will request you to send the following documents to Elsie Madeira at our office in Chimoio; these documents will need to be translated and submitted to the proper authorities:

1. A current CV

2. A notarized copy of your most recent educational certificate or degree (e.g., MD or MPH)
3. Three notarized copies of your passport (one for each Ministry - Education, Health and Labor)
4. Criminal records (2 originals + 1 notarized copy or 3 originals); these should be as current as possible.
5. 3 letters of reference from your most recent employers; no particular requirements.
6. A copy of any professional certificates (e.g., licenses for doctors or lawyers)
7. University transcripts for each diploma obtained, PhD, MPH, MD, BA, etc.; these should be original documents.

We would like to initiate these procedures as soon as possible so that when you arrive in Mozambique, you will be eligible to work as soon as possible. For example, the Ministry of Education needs to review your educational and professional credentials; this could take three months for them to respond.

Because of the lengthy process for each step, the earlier you can provide these documents to us, the better for all concerned. Any expenses incurred to obtain these documents is fully reimbursable; please submit receipts or provide a memo itemizing the expenses.

After these various agencies have responded positively, then we can apply for your residency or DIRE.