
INTRODUCTION OF THE ELECTRONIC RELATION NOMINAL SPREADSHEET

In terms of the Ministerial Order no. 104/2015, dated 27th November, the Department of Labour, Employment and Social Security has introduced the Electronic Nominal Relation Spreadsheet, preventing, from here onwards, the acceptance of paper spreadsheets.

As a result, the companies can now register and submit the Nominal Relation Spreadsheet through an electronic application available in the Department's website.

The Nominal Relation Spreadsheet must be filled in, when the company initiates its activity, and must be subsequently updated every year, by 30th April, by submitting the updated details referent to the month of March in that year.

In conclusion, the submission of the Nominal Relation Spreadsheet, will, from here onwards, be submitted electronically to the database of the Department, which after its reception, will remain in the system.