

# **VANUATU EMPLOYERS' GUIDEBOOK**



**PRODUCED BY THE VANUATU CHAMBER OF  
COMMERCE AND INDUSTRY**



International  
Labour  
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ACT/EMP  
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## **ACKNOWLEDGEMENTS**

**The “Vanuatu Employers’ Guidebook”** is first-ever, practical guidebook published by Vanuatu Chamber of Commerce and Industry (VCCI) for employers to provide information on employment law and practices. The guide was funded by the ILO’s Bureau for Employers’ Activities (ILO ACT/EMP) and developed by Triangle Business Solutions.

In presenting this guidebook to you, we would like to start by expressing our profound thanks to ILO ACT/EMP for funding this project. We also thank Triangle Business Solutions for their great work in developing this guide. Our special thanks go to Ms. Jae-Hee Chang, ILO Employers’ Specialist and Ms. Anne Boyd, ILO Labour Law Expert for their technical advice and valuable comments to this guidebook. We also wish to pay our gratitude to Ms. Anita Jowitt, Employers representative in the Vanuatu Tripartite Labour Advisory Council (TLAC) and VCCI Council members for their advice and support during the drafting process and providing comments for the final draft.

We hope that this guide proves to be a useful tool for employers and will help improve employment relations in Vanuatu

Port Vila, date: 30 April 2014

Jacques Nioteau  
President  
Vanuatu Chamber of Commerce and Industry

## FOREWORD BY ILO ACT/EMP

Employers' organizations and business membership organizations help to create the conditions for enterprise success by influencing the environment in which they do business and by providing services that improve their individual performance. As one of the three constituents of the ILO, employers' organizations have a special relationship with the Organization. The ILO's Bureau for Employers' Organizations (ACT/EMP) is responsible for the nurturing and development of that relationship.

A sound industrial relations system is one in which relationships between management and employees (and their representatives) on the one hand, and between them and the State on the other, are more harmonious and cooperative than conflictual and creates an environment conducive to economic efficiency and the motivation, productivity and development of the employee and generates employee loyalty and mutual trust.

Building positive employment relations is key to harmonious industrial relations as well as business success. If employers have a firm understanding of national employment relationship laws, they will be able to make good business decisions and reduce the risk of problems ending up in mediation or in court, where employers may incur additional costs for advisors, litigation and settlement. Hence, it is critical for employers to start the employment relationship off on a sound footing by gaining practical knowledge on the information and systems that should be established as the employment relationship begins and ends.

With its regional office based in Bangkok, ILO ACT/EMP is working very closely with the Vanuatu Chamber of Commerce and Industry (VCCI) on various employment and social issues. We are pleased to see this organization growing as a voice of the private sector of Vanuatu and playing a very important role in representing the interests of employers.

ILO ACT/EMP is proud to join VCCI in the efforts to promote good employment relations in Vanuatu. This guide describes the basics and introduces fundamental concepts that underpin Vanuatu employment relationship laws.

Last but not least, we sincerely congratulate VCCI on the development of the guidebook and wish VCCI more successes in its endeavour.

Geneva, date: 30 April 2014



**Deborah France-Massin**

**Director**

ILO Bureau for Employers' Activities