

WORKING AND LIVING CONDITIONS IN ROMANIA
Information for EU/EFTA/Swiss Confederation Citizens and for non-EU
citizens

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July 2021

1. ROMANIA – GENERAL BACKGROUND

Romania is located in the Southeastern Central Europe, bordering Bulgaria, Serbia, Hungary, Ukraine and the Republic of Moldova, bordered by the Black Sea Coast in the southeast and by the Danube River in the south.

State organization: Parliamentary republic

Member State of the European Union – from 1st of January, 2007

Official language – Romanian

Surface: 238,391 km²

Resident population: 19.3 million persons (1.01.2020, National Institute of Statistics)

Currency: leu/RON

Territorial administrative units: 41 counties plus Bucharest Municipality.

More information:

National Institute of Statistics: <http://www.insse.ro/>

The Government of Romania: <http://www.gov.ro>

The Presidency of Romania: <http://www.presidency.ro>

Emergency call: 112 (Firefighters, ambulance, police)

International prefix: 0040

2. RIGHT OF RESIDENCE IN ROMANIA

2.1 Entry and residence in Romania of EU / EEA / Swiss Confederation citizens and their family members

EU / EEA / Swiss Confederation citizens, can enter Romania if they present a valid national identity document, passport or other document certifying the identity and recognized by the Romanian state.

In addition, their family members, with a non EU / EEA / Swiss Confederation state citizenship, have to present a valid entry visa, if they come from a state where the visa is mandatory for entry into Romania.

The lists of countries for which the entry visa in Romania is/is not mandatory may be found on the website of the General Inspectorate for Immigration (IGI): <http://igi.mai.gov.ro/en/content/intake>.

The entry visa is granted on request, by diplomatic missions and consular offices of Romania, with prior approval of the National Visa Center of the Ministry of Foreign Affairs (MAE), within 48 hours without payment of consular fees. Further information can be found on the MAE website: <http://evisa.mae.ro/>.

The family member who is not an EU / EEA / Swiss Confederation citizen is exempt from the requirement to obtain an entry visa if they cumulatively meet the following requirements:

- is accompanying an European Union citizen or joins an EU citizen exercising his right of residence in Romania;
- holds a valid document attesting residence in another Member State as a family member of an EU citizen whom he accompanies or whom he joins on the territory of Romania.

Residence in Romania of the EU / EEA / Swiss Confederation citizens and their family members

If you want to stay more than 3 months on the territory of Romania, you must register your residency to the territorial units of the IGI from the county where you are living. Depending on the purpose of your stay in Romania, the documents issued by IGI are:

- registration certificate (for EU / EEA / Swiss Confederation citizens),
- residence card (for family members of EU / EEA / Swiss Confederation citizens),
- permanent residence card (both for EU / EEA / Swiss Confederation citizens and for their family members).

Citizens of EU / EEA / Swiss Confederation and their family members, European or non-EU citizens, may carry out dependent or independent activities on the territory of Romania under the same conditions as Romanian citizens, as long as they fall within the conditions laid down by Romanian laws: employment; detachment; administrators of commercial companies; economic, professional activities; studies; volunteering, etc.

The permanent residence in Romania of EU / EEA / Swiss Confederation citizens and their family members can be granted if you have a continuous and legal stay for a period exceeding 5 years.

For details and other information, you can access the page: <http://igi.mai.gov.ro/en/content/granting-permanent-residence>.

2.2 Entry and residence in Romania of non-EU citizens

Enter on the Romanian territory, may be permitted to foreigners who fulfill the following conditions:

- possess a valid state border crossing document;
- possess an entry visa, or residence permit granted under the law or, if applicable, have any authorization which entitles the holder to transit or stay in Romania;
- shows documents justifying the purpose and conditions of their stay and which prove the existence of appropriate means of subsistence during the stay and for return to the country of origin or transit to another state.

Foreign citizens who want to enter the Romanian territory must request, according to the purpose of the visit, **the short or long-stay visa**:

- directly from the diplomatic missions and consular offices of Romania abroad: <http://www.mae.ro/romanian-missions>
- online, by the e-visa website: <http://evisa.mae.ro/home>

The list of countries for which the entry visa in Romania is/ is not mandatory may be found on: <http://igi.mai.gov.ro/en/content/coming-trip-romania>.

The short stay visa allows entry on the territory of Romania and stays, for reasons other than immigration, for a period of up to 90 days, and cannot be extended. This visa may be of several types:

- Tourism
- Visit
- Business
- Transport
- Sports activities
- Cultural, scientific, humanitarian activities, short-term medical treatment.

For some of the countries whose citizens need a visa to enter Romania, it is required to get an invitation approved by the General Inspectorate for Immigration. The invitation can be made by an individual or legal person, Romanian or foreign citizen residing in Romania. The list of the countries whose citizens need an invitation in order to obtain a visa to enter Romania can be found here:

http://igi.mai.gov.ro/sites/all/themes/multipurpose_zymphonies_theme/images/Migratie/lista%20state%20MAE%20418.pdf

The long-stay visa is granted only with the prior approval of the IGI and allows the access and stay for 90 days on the territory of Romania. The long-stay visa may be extended by a request forwarded to IGI, and if the legal obligations are met, it allows you to apply for the **residence permit**. The long stay visa is granted for:

- carrying out economic activities;
- carrying out professional activities;
- carrying out commercial activities;
- employment;
- detachment;
- studies;
- family reunification;
- religious activities;
- scientific research activities;
- other purposes that do not contravene the Romanian law;

Further information: <http://igi.mai.gov.ro/en/content/stay-romania>.

The residence permit can be obtained by foreigners who have entered Romania on the basis of the long-stay visa. You can submit the documents through the online application available at the address <https://portaligi.mai.gov.ro/portaligi/en-us/home.aspx>. A residence permit is granted only if the foreigner:

- holds a valid travel document;
- makes legal proof of a living space;
- has a health insurance;
- request is made for the same purpose for which the previous visa was granted.

The residence permit includes a personal identification number (CNP) granted only once, irrespective of the number of entries or the duration of stays in Romania, being transposed on all temporary or permanent residence documents that you will get in the future.

In order to obtain a **long-term residence permit**, you have to meet the following conditions:

- to have had a continuous and legal stay on the territory of Romania over the last 5 years (not to have been absent for more than 6 consecutive months or 10 months in total);
- to prove the means to support yourself;
- to have social health insurance;
- to prove the legal possession of the living space;
- not to represent a threat to national security.

If you are a holder of a long-term residence right in Romania, you shall benefit from the same treatment as the Romanian citizens, according to the law: free access to

the labor market; access to all forms of education and professional training, including to granting of scholarships; study equivalency and recognition of diplomas, certificates, competence certificates and professional qualifications; social security, social assistance and welfare; public health care; global income tax deductions and tax exemptions; etc.

For more details access: <http://igi.mai.gov.ro/en/content/long-term-residence-romania>

2.3 Obtaining Romanian citizenship

It is granted upon request to foreigners who prove that they have been legal residents in Romania for at least 8 years, or for at least 5 years in the case of foreigners married to Romanian citizens, and who have material means to support themselves.

Applications for granting/regaining Romanian citizenship, along with a range of supporting documents, are submitted to the National Citizenship Authority of the Ministry of Justice.

For more details access the page: <http://cetatenie.just.ro/index.php/en/>

3. WORK AND SOCIAL PROTECTION IN ROMANIA

Citizens of EU/EEA/Swiss Confederation and their family members have the same rights and obligations as Romanian citizens in terms of work and social protection.

3.1 Finding a job in Romania

There are several ways to find a job in Romania:

- contact the 42 territorial structures of the National Employment Agency (ANOFM) – 41 county agencies for employment and Bucharest Municipality Agency for Employment. According to the national legislation, the Romanian employers are obliged to declare their job vacancies to the territorial structures of ANOFM. We also recommend you to access ANOFM website, <http://www.anofm.ro>, section “Persoane fizice”, sub-section “Locuri de muncă vacante”, in order to see the available job vacancies at national/county level. Each job vacancy is detailed with information on job requirement, nr. of working hours, how to apply, employer’s contact data etc.
- contact the Romanian EURES advisers (45 persons), who can be found in each county agency for employment (AJOFM), as well as in Bucharest Municipality Agency for Employment (AMOFM București). Their contact details are available at: <http://www.eures.anofm.ro>, section “Contact”.
- contact employment agencies and/or providers of placement services. The lists with these private firms, registered to the territorial labour inspectorates, are published on the websites of the territorial labour inspectorates, depending on the social domicile of the private employment agency. The contact data of the territorial labour inspectorates can be found on Labour Inspection website, <https://www.inspectiamuncii.ro/>, section “Contact”.
- access various web portals with jobs published directly by employers, where you can create a CV that is visible to employers looking for staff. Some examples: <https://ro.jooble.org>; <http://www.bestjobs.ro>; <http://www.ejobs.ro>; <http://www.hipo.ro>.
- spontaneous application, by sending your CV, in general accompanied by the letter of intent, to the human resources department of the company concerned.

If you found a job, make sure that you have received an employment contract or letter of commitment duly signed.

3.2 Employment

EU/EEA/Swiss Confederation jobseekers have free access to the labor market in Romania (no need for work permit). Employing a citizen of the European states is made under the same conditions as the employment of a Romanian citizen.

Non-EU citizens have the right to work in Romania, only on the basis of a work permit issued by General Inspectorate for Immigration (IGI). If you are the holder of a long-term residence permit, you can work on the territory of Romania without a work permit, based on an individual employment contract certified by the Territorial Labor Inspectorate.

Non-EU citizens wishing to come to Romania as permanent workers, trainees, seasonal workers, cross-border workers, highly qualified, deployed workers, ICT worker (person transferred within the same company), au pair worker must undergo several stages:

- a) to identify an employer (see section 3.1);
- b) to obtain the work permit (employment certificate) from the employer;
- c) to obtain a long term visa based on the work permit, from the diplomatic mission of the state where you are;
- d) after entering Romania, obtaining the residence permit from IGI.

b) Work permit

The work permit is a document issued by IGI territorial structures, which attests the right of an employer to employ a foreign worker in a certain position, and it allows the request for visa and right of residence for work purposes on the territory of Romania.

You may be employed in Romania to a single employer, a natural or legal person, on the same position for which the long-stay visa was issued.

Foreign citizens may be employed in Romania under the following conditions:

- job vacancies cannot be taken by either Romanian citizens, or citizens of other EU / EEA / Swiss Confederation member countries, or by foreign citizens who have the right for long-term residence in Romania;
- the employer employs the foreigner on the basis of an individual full-time, limited or unlimited, employment contract;
- the foreigner must fulfill the special conditions regarding professional training, and experience, as required by the employer;
- the foreigner must provide evidence that they are medically fit to carry out that activity and do not have a criminal record incompatible with the activity;
- the employer must have paid up to date the obligations to the state budget;
- the employer must carry out the activity for which it requested a work permit;
- the employer must not have been sanctioned for the last 3 years for undeclared work or illegal employment.

You DO NOT need the work permit if:

- you have the right of long-term residence on the territory of Romania;
- you got a form of protection in Romania (refugee or subsidiary protection);
- you have the status of a tolerated person or you are an asylum seeker, after one year since the application for asylum was submitted;
- you have a temporary residence permit as a family member of a Romanian citizen;
- you have a temporary residence permit for education, and in this case you are only allowed to work part-time (4 hours/day);

- you are in Romania and you have previously benefited from a right of residence on Romania soil for at least 3 years, as family member of a Romanian citizen and you are in one of the following situations: your marriage has been officially dissolved; your partnership relationship has ceased; the sponsor/Romanian citizen has died; you have become a major (18 years old) or you have reached the age of 21, in the situation that you are a family member of a Romanian citizen;
- you come from countries with which Romania has concluded bilateral accords, conventions or agreements regarding the access to the labor market;
- you are carrying out educational, scientific, cultural or other specific temporary activities within accredited or provisionally authorized institutions in Romania, on the basis of bilateral agreements;
- you have a right of residence to carry out scientific research activities, you are part of the specialized staff, and if you carry out artistic activities in cultural institutions in Romania, based on the order issued by the Minister of Culture;
- you are about to carry out temporary activities, requested by ministries or other bodies of the central or local public administration, or autonomous administrative authorities;
- you are head of a subsidiary, representative office or branch in Romania of a company based abroad, in accordance with the documents stipulated by the Romanian legislation in the field;
- you are a foreigner holding of the right to temporary residence for employment purposes, employed in Romania with individual employment contract for full time, or for employment with another employer, with individual contract of part-time employment with no more than four working hours a day;
- you are a citizen of the Republic of Moldova, Ukraine or of the Republic of Serbia employed in Romania with a full-time individual employment contract, for a maximum period of 9 months in a calendar year;

Depending on the type of business you want to pursue in Romania, you can be hired as:

- permanent worker - with an individual employment contract concluded for an indefinite duration or fixed term;
- trainee worker - for attending a fixed term stage in order to obtain a professional qualification or to improve professional training as well as to improve language and cultural skills;
- seasonal worker - with individual employment contract that cannot exceed 6 months in a 12 months period;
- cross-border worker - the foreigner, citizen of a state which has a common border with Romania and lives in the border area of the respective state, employed in a border town on the territory of Romania with an individual employment contract of indefinite or limited duration;
- highly qualified worker - with individual employment contract for indefinite duration or fixed term of at least one year;
- posted worker - employed by a company established in a third country, who is able to carry out an activity in Romania in one of the following situations: the foreigner is posted to Romania on the basis of a contract concluded between the posting company and the beneficiary of the supply of services in Romania; the foreigner is posted to a

representative office, branch or subsidiary in Romania of the same group of companies from where the posting is done.

- ICT worker (person transferred within the same company) - the foreigner who lives in a third country at the date of submission of the application for the posting permit and who is subject to a transfer within the same company.
- au pair worker - foreigner temporarily employed by a host family on the territory of Romania to improve their language skills and competences in exchange for easy domestic and child care.

More details and documents required for issuing each type of permit can be found by visiting the page: <http://igi.mai.gov.ro/en/content/seeking-advice>.

c) Long-term visa for employment / posting

It is obtained within 60 days since work permit is issued, being granted upon request, for a period of 90 days, by the Romania's embassies and consulates.

Further details regarding the list of documents and fees required for obtaining a residence permit can be found on the IGI website: <http://igi.mai.gov.ro/en/content/work>.

d) Residence Permit / Single Permit or EU Blue Card

The document attests the right of residence in Romania and you can obtain it from the IGI territorial units in the county where you live. To obtain the permit, you have personally to submit a set of documents at least 30 days before the expiry of the visa right. You can also submit the documents by the on-line application available at <https://portaligi.mai.gov.ro/portaligi/en-us/home.aspx>.

3.3 Posting of non-EU workers

The employer, beneficiary of the services, may employ a non-EU posted worker under certain conditions. The deployment permit is issued by the IGI at the request of the beneficiary of the supply of services on the basis of a reasoned request accompanied by a set of documents.

The following persons can be posted to Romania without prior obtaining a deployment permit by the beneficiary of the services:

- foreigners employed by legal entities based in a member state of the EU/EEA/Swiss Confederation, posted in Romania, upon presentation of the residence permit in that state;
- foreigners carrying out educational, scientific activities or other categories of temporary specific activities in specialized institutions accredited or provisionally authorized in Romania, as well as foreigners performing artistic activities in cultural institutions in Romania;
- foreigners who are to carry out temporary activities requested by ministries / other bodies of the central or local public administration / autonomous administrative authorities on the territory of Romania;
- foreigners who are to exercise lucrative activities on the basis of accords, conventions or international agreements of which Romania is a signatory.

3.4 Carrying out professional activities by non-EU citizens

In order to carry out a professional activity, you should check whether the exercise of the profession in question is regulated by a special law, as well as the procedures for the recognition of the necessary diplomas and qualifications.

More details can be found on the web pages of the National Center for the Recognition and Equivalence of Diplomas (CNRED): <https://www.cnred.edu.ro/en> and of the Liberal Professions Union in Romania (UNPLR): <http://www.uplr.ro/principale.html>

The next step is to obtain a long-stay visa for professional activities, from the diplomatic missions and consular offices of Romania.

For more information, please visit: <http://igi.mai.gov.ro/en/content/professional>.

3.5 Carrying out commercial activities by non-EU citizens

If you want to carry out commercial or economic activities, you must be a shareholder or associate with leadership and management responsibilities in a Romanian company, and get the notice of the Romanian Center for the Promotion of Foreign Investments. Based on this notice, you can obtain the long-stay visa, and after the entry in Romania, the residence permit.

More details on obtaining a visa and a residence permit for the purpose of commercial activities can be found by visiting the link: <http://igi.mai.gov.ro/en/content/business-activities>.

3.6 Other contractual forms (apart from the individual employment contract)

Citizens of the EU/EEA/Swiss Confederation and non-EU citizens holding a residence permit may carry out economic activities in Romania: as registered sole traders, individually and independently; as entrepreneurs holding an individual enterprise; as members of a family business, under the law.

Useful link: <https://www.onrc.ro/index.php/en/>

3.7 Working conditions in Romania

Citizens from the EU/EEA/Swiss Confederation and foreign citizens or stateless persons, on the basis of a work permit, deployment permit, or who hold a long-term residence permit in Romania may be hired under an employment contract.

The Romanian Labor Code contains regulations covering all employment relationships, the control of regulation enforcement in the field of labor relations, as well as labor jurisdiction.

According to the Labor Code, the individual is allowed to work starting with the age of 16 years. With the consent of parents or legal representatives, young people who have reached the age of 15, can also sign an employment contract, according to the law. Employment in difficult, harmful or dangerous jobs can be done after the age of 18.

Employees are mainly entitled to: salary for the work done, daily and weekly rest, annual holiday, equal opportunities and treatment, dignity at work, health and safety at work, access to vocational training, information and consultation, protection in case of lay off, collective and individual negotiations, participation in collective actions, to set up or join a trade union (only for those who have a long-term residence permit), other rights provided by law or applicable collective labor agreements.

3.7.1 Employment contract

The rights and obligations regarding the employment relations between the employer and the employee are set, through negotiations, in the collective and individual employment

contracts. The individual employment contract is concluded on the basis of the agreement of the parties (employer and employee), in written form, in Romanian. The obligation to conclude the individual employment contract in written form rests with the employer. The individual employment contract is concluded in two copies, one for you, one for the employer. Before signing the contract, you must carefully read the terms written in the contract.

The employment contract must contain mainly the following elements:

- the identities of the parties;
- the place of job or, in the absence of a fixed job, the possibility for the employee to work in different places;
- the position/occupation according to the specification of the Classification of Occupations in Romania or other regulatory documents, as well as the job description, specifying the duties of the post;
- the criteria for assessing the employee's professional activity;
- job-specific risks;
- the date from which the contract is to take effect;
- the length of the employment contract;
- the length of the annual holiday;
- the conditions for giving of prior notice by both Parties and its duration;
- the basic salary, other elements of the salary incomes, as well as the periodicity of the salary payment to which the employee is entitled;
- the normal length of work, expressed in hours/day and hours/week;
- information about the collective employment contract governing the employee's working conditions;
- the length of the trial period (maximum 90 days for execution positions and maximum 120 days for management positions);
- special clauses, if any (professional training, confidentiality, non-competition, mobility clause etc.);
- general rights and obligations of the parties.

The individual fixed-term employment contract cannot be concluded for more than 36 months.

The individual part-time employment contract shall be concluded when the employer employs part-time employees (the length of work is less the number of hours for a full-time job). Payment shall be made in proportion to the actual time worked.

The temporary employment contract shall be concluded in writing, between the temporary employment agency and the temporary worker, and made available to the user in to work temporarily under the supervision and management of the latter. The temporary work assignment is established for a term of no longer than 24 months. The duration of the temporary assignment may not exceed 36 months.

The individual employment contract at home further specifies that the employee works at home, the obligation of the employer to ensure the transport of the materials required and finished products, etc.

Delegation is the temporary exercise by the employee, from the order of the employer, of suitable work assignments outside his workplace for a period of up to 60 calendar days in 12 months. It may be extended for successive periods not exceeding 60 calendar days, only upon the consent of the employee.

Posting is the act whereby the temporary change of the workplace to another employer is ordered by the employer, for the purpose of carrying out works in its interest. It may be

ordered for a period of up to one year and can be exceptionally extended every 6 months upon consent of the employee.

Important! Work without legal forms (“black labour market”) involves many risks: the employer may pay you a lower salary than the legal minimum on economy; there is no set payment date; there is no set work schedule in accordance with legal regulations; you do not have work and protection equipment; you are not entitled to annual holiday; you do not benefit from pensions, unemployment, benefits, free medical assistance, if needed.

You can complain about non-legal work by calling the green number 0800 868 622 (a toll-free calling line provided by the Labor Inspectorate <https://www.inspectiamuncii.ro/>), or at Territorial Labour Inspectorates.

3.7.2 Salary

Starting with 13th of January 2021, the Romanian Government has increased the country's gross minimum wage, guaranteed to be paid, at 2,300 lei/ month (1386 lei net salary), for a full-time work schedule of 169,33 hours on average per month. From the same date, the minimum gross wage, guaranteed to be paid, for those who have completed superior education and have 1 year of experience in the field of graduation is 2.350 lei/month, for a normal time work schedule of 169,33 hours on average per month.

The Romanian Government established, for the period 1 January 2019 – 31 December 2028, a minimum gross wage - guaranteed to be paid - in construction sector, of 3,000 lei/month for a normal time work schedule of 169,33 hours on average per month. The employees to whom this salary apply are those hired by employers who:

- are carrying out construction activity as defined by NACE code (CAEN code) 41.42.43 – section F – Constructions
- are carrying out activity in the fields of producing building materials, defined by NACE codes 2312, 2331, 2332, 2361, 2362, 2363, 2364, 2369, 2370, 2223, 1623, 2512, 2511, 0811, 0812, 2351, 2352, 2399
- are carrying out architectural and engineering activities and related technical consultancy, NACE code 711.

Between 1 January 2019 - 31 December 2028, the employees hired by the above mentioned companies will be exempted from the payment of income tax (10%), from the social health insurance contribution (10%) and the share of the social security contribution for pensions is reduced from 25% to 21,25%. With reference to the employer’s contribution, the labour insurance contribution is reduced (from 2,25% to 0,337%) applied to the sum of gross earnings realized from wages.

Any discrimination based on gender, sexual orientation, genetic traits, age, nationality, ethnicity, religion, political option, social origin, disability, family status or responsibility, membership or trade union activity is forbidden when establishing and granting a salary.

The salary includes the base salary, indemnities, bonuses, as well as other additional amounts, and it has to be paid before any other payment that the employer has to do. Net salary represents the amount of money that the employee receives, after the subtraction of social security contributions, and income tax of 16%, which are obligations stipulated by law.

According to National Institute of Statistics, in May 2021 the average net earning on economy was of 3,492 lei, the biggest net average earnings being registered in computer programming, consultancy and related activities, information service activities (8,192 lei,

approx. 1655 euro), extraction of crude petroleum and natural gas (7,652 lei, aprox. 1545 euro), whereas the lowest net average earnings have been registered in accommodation and food service activities (1,850 lei, aprox. 374 euro) and in manufacture of wearing apparel (1,917 lei, aprox. 387 euro).

3.7.3 Working time and resting time

The normal length of *full-time work* is 8 hours a day and 40 hours a week. The maximum working time cannot exceed 48 hours per week, including overtime. For young people aged up to 18 years, working time is 6 hours a day and 30 hours a week.

Work done outside the normal working time shall be considered *overtime*, that cannot be done without the employee's consent, except in cases of force majeure or for urgent works. Additional work shall be compensated either by free hours paid within the next 60 calendar days after being carried out, or by granting a benefit.

Work carried out between 10.00 pm and 6.00 am is considered *night work*. Night-shift employee benefit: either from working hours reduced by one hour compared to the normal duration of the working day, for days when they perform at least 3 hours of night work; or a salary increase of at least 25% of the base salary, if they have worked at least 3 night hours of the normal working hours. According to the Labor Code, regular rest periods are: lunch break and daily rest, weekly rest, legal holidays.

Statutory holiday are free of work: 1st and 2nd January; 24th January; Easter Friday, the first and the second day of Easter; 1st May; 1st June; Pentecost Sunday and the next day; 15th August; 30th November; National day - 1st December; the first and the second day of Christmas; 2 days for each of the three annual religious holidays, so declared by legal religious cults, other than Christian ones, for the people belonging to them. Statutory holiday, established by law and collective employment agreement, are not included in the annual holiday leave.

The annual holiday is guaranteed to all employees, the minimum duration of the annual leave being 20 working days according to the Labor Code. In addition to the 20 days, additional paid leave is granted to disabled workers (3 days), blind workers (6 days) and employees who work under special conditions (minimum 3 days per year). For this period, the employee is entitled to a holiday allowance, which cannot be less than the base salary, permanent allowances and bonuses due for the respective period, as stipulated in the individual employment contract.

Employees are entitled to *special paid leave* for special events in the family (marriage, child birth, death of spouse/child/parents/grandparent) and other events (blood donation, changing job relocating to another locality).

Study leave. Employees are entitled to benefit, upon request, of paid or unpaid leave for vocational training.

Sick leave and sickness insurance benefits are: sick leave and allowances for temporary work incapacity, caused by ordinary illness or accidents other than work; sick leave and allowances for disease prevention and recovery of work capacity, exclusively for situations resulting from work accidents or occupational diseases; sick leave and maternity allowances, sick leave and sick child care allowances, sick leave and maternity risk benefits.

For solving personal situations, employees are entitled to *unpaid leave*.

3.7.4 Work. Health and Safety

According to the Labor Code, the employer has the obligation to:

- provide insurance to all employees for work accidents and occupational diseases;
- organize employee periodically training on work health and safety.

If you are employed with an individual employment contract, you automatically benefit from insurance against work accidents and occupational diseases, by the occupational health service.

Insured persons are entitled to the following benefits and services:

- medical rehabilitation and recovery of work capacity;
- rehabilitation and professional retraining;
- indemnity for temporary work incapacity;
- indemnity for temporary transfer to another job and indemnity for shorter working time;
- compensation in case of death;
- reimbursement of expenses.

For more details about work health and safety, you can contact your local labor inspectorates or visit the Labor Inspection website, <https://www.inspectiamuncii.ro/>

3.7.5 Settling work conflicts

If you consider your rights are being violated, please request:

- clarifications from your employer
- the enterprise trade union support. Trade unions act as a social partner and are independent legal entities, set up to protect the rights of their members. Trade union organizations have the right to use specific means such as: negotiations, dispute settlement procedures through conciliation, mediation, arbitration, petition, protest, marching, demonstration or strike, in accordance with the law.
- the Territorial Labor Inspectorate support for violations of legal provisions in the field of labor relations (illegal work, unpaid or excessive work, failure to comply with statutory holidays and weekly rest, different salary than one stipulated in the employment contract, inclusion of illegal clauses in the individual employment contract, etc.).

At the same time, you can notify the court in your area of residence. In this case, it is recommendable to call an attorney or a lawyer specialized in labor law.

3.8. Trafficking of human beings

Human trafficking is defined as “recruiting, transporting, transferring, sheltering or receiving people, through threats or use of violence or other forms of coercion, through kidnapping, fraud, abuse of authority or of other state of vulnerability or by offering or accepting payment or advantages in exchange for the consent of a person having authority over another for the goal of exploiting”.

Romania facilitates the return of foreign citizens, victims of human trafficking, to their country of origin, with no unjustifiable delay, and ensures their safe transportation up to the Romanian state border, unless provided otherwise in bilateral agreements.

Victims of human trafficking are informed, in a language they can understand, about the legal and administrative procedures applied in their case, and may benefit from psychological counseling, medical and social assistance, as well as medicine and food, just like the victims who are Romanian citizens.

For further details, approach the National Agency against Persons Trafficking (ANITP): <http://anitp.mai.gov.ro/>.

3.9. Social security

3.9.1 Social security contributions

There are only three compulsory social contributions, as follows:

- The social contribution (pension) — the rates of social contributions are:
 - 25 % of the gross monthly income for normal working conditions, due by the employee, of which 3.75 % is assigned to the private pension fund;
 - 4 % of the gross monthly income for abnormal working conditions, due by the employer in addition to the 25 % rate;
 - 8 % of the gross monthly income for special employment conditions, due by the employer in addition to the 25 % rate;
- Social health contribution — 10 % of the employee's gross monthly income, due by the employee
- Work insurance contributions — 2.25 % of the gross monthly income, due by the employee, which includes the unemployment insurance contributions, the contribution for sick leave, the contribution for occupational risks and the contribution to salary claims.

Social contributions and payroll tax are calculated, retained and paid by the employer. In the event of losing, or expiration of the right of residence in Romania, the insured status, together with all the insurance rights, ceases.

Social security benefits are incomes that partially or fully replace the salary, due to: *old age, invalidity, accident, disease, unemployment, maternity, death* etc; called *insured risks*.

Posted individuals do not pay social security contributions in Romania; that is why it is recommended that posted workers should conclude individual health insurances, according to the Romanian law, to benefit from medical care in Romania during the period of assignment.

3.9.2 The pension system

Overall, the Romanian pension system is based on **3 pillars**:

Pillar 1 – *public state pension*. There are 5 types of pensions in the public system:

- age pension (the minimum contribution period is 15 years; the standard retirement age is 63 for women - gradual growth until 2030, and 65 for men; the full contribution period is 35 years, irrespective of gender).
- early retirement pension
- partial early retirement pension
- invalidity pension
- survivor's pension - it is granted in certain conditions to the surviving children and husband in the event of the death of the insured or of the retired.

Based on international agreements and conventions that Romania has established with other countries, social security benefits in the public system can be transferred to the countries where the insured have their residence or domicile. For further details on the public pension system see the web page of the National Pensions: www.cnpp.ro.

Pillar 2– *mandatory private pension* for people up to 35 years of age and optional for those between 35 and 45 years of age; financial obligations arising from this contribution is included in the contribution due to the public pension system.

Pillar 3–*optional private pension* allows both the employer and the employee the opportunity to contribute to the voluntary pension. The deductible tax contribution by both the employee and the employer is up to 15% of the gross salary.

Further information regarding pillars 2 and 3 can be found on the Financial Supervisory Authority website – Private Pensions Sector: <https://asfromania.ro/en/>.

3.9.3 Unemployment security system

Foreign citizens (citizens of EU/EEA states/Swiss Confederation or of non UE countries) or stateless individuals who, while residing in Romania, were employed/generate incomes or have the right to work in Romania, according to the law, can be insured in the unemployment insurance system. The persons who obtained the refugee status or benefit of other form of international protection, according to the law, or are in the asylum application procedure and have access to the labor market under the conditions stipulated by law, are also beneficiaries of the unemployment insurance system.

To benefit from unemployment, you must fulfill the following conditions cumulatively:

- you have contributed at least 12 months in the past 24 months prior to the date on which the application for unemployment benefits was registered;
- you generate no incomes or the incomes from authorized activities are lower than the value of the social security indicator (currently 500 lei);
- you do not meet the retirement conditions;
- you are registered with the employment agencies in the area where you reside, if you had your latest job or you got income in that locality.

Unemployment benefits are granted to unemployed people for different periods of time, depending on how long they contributed to the unemployment fund, as follows: 6 months, for the people with a contribution period of at least 1 year and graduates; 9 months, for the people with a contribution period of at least 5 years; 12 months, for the people with a contribution period of more than 10 years

Unemployment benefit is a monthly granted sum, amounting to 75% of the value of reference social indicator in force at the date of its establishment (500 lei, at present) for the people with a contribution period of at least one year, plus an amount calculated by applying a percentage differentiated quota according to the contribution period, on the average gross monthly salary for the last 12 months of the contribution period,.

Benefits under the Romanian unemployment security system may be transferred to countries where the insured establish their domicile or residence, under the conditions regulated by international agreements and conventions to which Romania is party to.

People who, at the time of applying for the benefit, refuse to work according to their training or level of education or refuse to participate in employment and training services provided by employment agencies, do not benefit from unemployment benefits.

Further information on this topic can be found on the National Employment Agency website: www.anofm.ro, section “Legislation”.

3.9.4 Social security / Welfare services

Foreigners and stateless persons having their domicile or residence in Romania are entitled to social assistance as provided by Romanian legislation, EU regulations and agreements and treaties to which Romania is party to.

Beneficiaries of social services may be : individuals and families in difficult situations; abandoned children and institutionalized children; individuals with disabilities; homeless people; victims of human trafficking; people who are deprived from freedom and people in social need.

The social services system includes: assistance and support services for ensuring person's basic needs, personal care, recovery/rehabilitation, social insertion/reinsertion services, etc..

Social assistance benefits are divided into several categories and may consist of: social aid, emergency aid for situations due to natural disasters, fires, accidents, etc.; social scholarships and financial aid to facilitate access to education; benefits in kind, food and materials; facilities for the use of public transport; access to communication and information, and other facilities provided by law; child allowances; allowances for children who are temporarily or permanently deprived of parental care; allowances for child rearing; benefits for people with disabilities; indemnities for the care of disabled, etc.

For further details, see the websites:

<http://www.mmuncii.ro> - Ministry of Labor and Social Protection

<http://www.mmanpis.ro> - National Agency for Payments and Social Inspection

<http://anpd.gov.ro/web/> - National Authority for Persons with Disabilities

<http://www.copii.ro/> - National Authority for the Protection of Rights of Child Rights and Adoption

3.9.5 European forms applicable in social security field

For the implementation of **European** regulations in the field of social security, for migrant workers and members of their families, as well as for self-employed workers, various European forms are available, attesting the status of their social security benefits when traveling to Romania.

The authorities managing the exchange of forms with the competent institutions of the EU/EEA member states and Swiss Confederation, or, as the case may be, with the beneficiaries are:

– **The National Agency for Payments and Social Inspection**, through its territorial agencies: for the release of the F series electronic forms (old type E 401, E 402, E 403, E405, E406, E407, E411 forms), relating to the right of granting family benefits;

– **The National House of Public Pensions** for the release of the A1 electronic form (old E101) - confirms that you pay your social contributions in another EU country, if you are posted or working in more than one country at the same time;

– **County Pensions Houses**, for the release of P series forms (old type E201, E202, E203, E204, E205, E207, E210, E211, E213, E215 electronic forms) - join retirement decisions issued by different institutions from EU countries where you have applied for age pensions, survivors' pensions or invalidity pensions, etc.

– **The National Agency for Employment**, through the county employment agencies, for the release of the electronic forms of the U series (old type E301, E302 forms) – confirms the periods of contribution, the circumstances and/or authorization to grant the unemployment benefit;

– **The National Health Insurance House** - through the County Health Insurance Houses, for the release of the S series electronic forms (old type E104, E106, E107, E108, E109, E112, E115, E116, E117, E118, E120, E121, E125, E126, E127 forms) – concerning the provision of various medical services.

Additional information can be found on websites:

- National Agency for Payments and Social Inspection: www.mmanpis.ro
- National House of Public Pensions: www.cnpp.ro
- National Employment Agency: www.eures.anofm.ro, section *Social Security*
- National Health Insurance House: www.cnas.ro

4. EDUCATION SYSTEM

The Romanian state provides the necessary conditions for the integration of the foreigners who have been granted the right of residence in Romania into the country's economic, social and cultural life, as well as their access to the education system.

The national pre-university education system includes the following levels:

- Early education (0-6 years);
- Primary education, which includes the preparatory class and grades I to IV;
- Lower secondary education or gymnasium, comprising grades V-VIII;
- Upper secondary education, comprising the lower grade, grades IX-X and the high school upper cycle, grades XI - XII / XIII. The baccalaureate exam is a mandatory condition for continuing education in a higher education institution
- Vocational education
- Undergraduate tertiary education, with a duration of 1 - 3 years organized for high school graduates with or without a baccalaureate diploma, for various qualifications.

The national higher education system is structured on 3 levels of university studies:

- Bachelor's degree;
- Master's degree;
- PhD studies.

Romania has adopted the Bologna system for the harmonization of education systems. In this respect, Romania has introduced a number of provisions such as those regarding: the 3 year undergraduate education; the European Credit Transfer System (ECTS) for the recognition of diplomas obtained in any EU country by all other countries.

The education system guarantees foreign minors whose residence on the territory of the country is officially recognized, equal access rights to all levels and forms of education, as well as to lifelong learning without any type of discrimination. In compulsory education corresponding to grades I-X, foreign students benefit from education, under the same conditions as the Romanian citizens. For the upper-secondary high school, university and postgraduate education forms, third-country citizens, who study on their own in Romania and do not benefit from scholarships will pay tuition fees whose minimum amount in foreign currency is set according to the legal provisions.

An alternative to the national pre-university education system is *private education*.

For foreigners wishing to enroll in the higher or postgraduate education (teaching in the Romanian language), a preparatory year of Romanian language is organized in accredited higher education institutions.

For more details on the Romanian education system, please refer to the website of the Ministry of National Education - <https://www.edu.ro/>

Recognition and equivalence of diplomas obtained abroad

In order to continue to study or work in Romania, the recognition and equivalence of diplomas obtained abroad is required. In order to be able to initiate this procedure, the diplomas must have been issued by educational establishments accredited on the territory of that state. For the recognition of baccalaureate, undergraduate or postgraduate degrees, and for the recognition of qualifications, you must submit a request, accompanied by the sustaining documents, to the National Centre for Diploma Recognition and Equivalency (CNRED) – institution that functions within the Ministry of National Education.

CNRED applies the automatic recognition procedure for certificates and diplomas obtained from accredited educational institutions of the EU, EEA and Swiss Confederation; study diplomas and certificates obtained in third countries are recognized only if the structure of the studies in that country is similar to that in Romania, and between the two countries there is an agreement on the mutual recognition of diplomas. Otherwise, compensatory measures (such as tests, differences examinations, internships, etc.) shall be implemented.

For more information, please visit the CNRED website: <https://www.cnred.edu.ro/en>

Romania is also part of the international student exchange system through programs such as Erasmus, and has concluded protocols or bilateral covenants/agreements on various scholarships, etc.

For further details, please visit the official website of the Ministry of National Education regarding international cooperation: <https://www.edu.ro>.

5. HEALTH-CARE SYSTEM

Contribution to the health insurance system

Every insured person is entitled to benefits on the basis of an insurance consisting of the compulsory payment of a contribution to the national health insurance fund administered by the National Health Insurance House (CNAS) and its territorial units.

According to the legislation, are insured in the public health insurance system, foreign citizens and stateless persons who have applied for and obtained the extension of the temporary residence permit or have their domicile in Romania and prove the payment of their contribution to the fund.

Citizens of the Member States of European Union and citizens of the countries with which Romania has concluded covenants, agreements, conventions or international protocols of cooperation in the field of health and medical sciences, benefit from the coverage of the medical services granted on the territory of Romania, under the terms and conditions stipulated in that agreements.

For temporary residence of up to 6 months, citizens of EU/EEA Member States are entitled to medical care if they have a valid European Health Insurance Card. This card can also be obtained by third-country citizens if they make proof of a legal residence in the European area and are covered by a national social security health system.

After obtaining the residence permit in Romania, these citizens have the obligation to notify the authority of their country of domicile regarding the establishment of the residence on the territory of Romania. Depending on the specific legislation, the competent social security health authority of the EU or EEA member state will decide where the person concerned remains insured.

You can check your insurance status by accessing the CNAS electronic platform: <http://www.cnas.ro/page/verificare-asigurat.html>.

For further details, please visit the websites:

- www.ms.ro (Ministry of Health)
- www.cnas.ro (National Health Insurance House)

6. HOUSING

Before coming to Romania, it is recommendable that you should prospect the real estate market. For this purpose, you have a number of instruments at your disposal such as consulting specialized sites, verifying sections of the press dedicated to the real estate market, or contacting real estate agents.

Rentals

At national level, the price of rented dwellings varies depending on the city, condition, size and endowment (finishes, furniture, home appliances) as well as the location, the central areas being usually more expensive. The rental must be formalized by a *Rental Agreement* signed by both parties, which must be subsequently registered with the tax authorities by the owner. The Rental Agreement represents the *legal proof of your residence* in Romania, being necessary to obtain or extend your residence documents in Romania. As a rule, the rent does not include utilities (electricity, gas, water, heating, telephone), which have to be separately paid by the tenant. We recommend that if you do not make the rent payment by bank, make sure that the owner gives you a written receipt proving the payment of the respective amount.

Buying a real estate property

In Bucharest, in large cities as well as in tourist resorts, properties are more expensive than in the rest of the country. When purchasing a house, the documents must be legalized by a Notary Office.

After the purchase, the owner must conclude contracts for utilities: electricity, gas, water, heating, waste. In general for flats, the costs of these services, including common expenses, are established through the association of tenants. Invoices for these services must be paid on time, usually monthly, otherwise, the service delivery may be interrupted.

Housing for students

Students traveling to study or work in Romania can stay in student hostels, or rent studios or apartments. Information on accommodation opportunities in student hostels can be found on the universities' websites.

Useful links:

- www.ziare.ro (portal with national, regional and local newspapers in Romania)
- www.imobiliare.ro, www.agentiimobiliare.ro (portal with real estate agencies)
- <https://www.paginaurii.ro/cauta/imobiliare/>

7. TRANSPORTATION

Romania has a complex transport network consisted of railway, highways, European/national/village roads, airports, river/maritime ports and subway lines (only in Bucharest)

Railway transportation

The railway network in Romania is serviced at the national level by the Romanian Railway Company (CFR). Travel tickets can be obtained from the railway stations, CFR agencies or on-line on www.cfrcalatori.ro website on which details concerning connections, schedules, cost of tickets, etc. are also provided. Additionally, private companies such as Regiotrans, Romanian Rail Group, Transferoviar Grup carry out a series of regional railway transport.

Various facilities are provided for railway transport: 50% discounts are applied for all 2nd class train categories, for pupils in compulsory, vocational, secondary and post-secondary accredited/authorized education and for state and private accredited day course students; the retirees benefit from 6 one-way trips with a 50% discount on the rate for regio or interregio 2nd class trains.

Road transportation

At the end of 2020, the length of public roads was of 86,791 km out of which 920 km of highways and 17913 km of national roads. The tax foreseen for the traffic on the roads of Romania is the cost of the rovinieta (Romanian road tax). The vignette can be purchased online (<https://www.roviniete.ro/en>), and its cost for cars is 3 euros for 7 days, 7 euros for 30 days and 28 euros for one year.

Speed limits allowed on Romanian roads are: on highways - 130 km / hour; European roads (outside localities) – 100 km/hour; national roads - 90 km/hour, while in the localities it is 50 km / hour.

Romania has developed a network of bus stations, serviced by several transport companies, which offers comparable fares on the same routes. Supplementary details on the connections, schedule and prices can be found by accessing www.autogari.ro.

Local transportation

Large cities in Romania have public transport networks made up of buses, and in some cases trams, trolleybuses and maxi-taxis. Tickets, cards or subscriptions can be bought from the ticket sale points near the stops. After getting on the mean of transport, the passenger must validate his ticket.

In **Bucharest**, the local public transport is carried out by STB (Bucharest Transport Company). The circulation schedule of means of transport is 5:00 AM – 11:00 PM. Between 11:00 PM and 4:30 AM there is a minimum number of night buses that run on special routes at intervals between 40 min and 2 hours. Traveling titles are issued as an electronic wallet. Transfers to/from Henri Coanda Airport are provided by two EXPRES Lines (780 and 783) with a fare of 7 lei for 2 express trips.

In Bucharest, the following persons are exempted from paying travel taxes on urban lines: children under 7 years of age, war veterans, revolutionaries who died in the December 1989 Revolution, people persecuted for ethnic reasons - displaced / deported, former political

prisoners, people with disabilities, pensioners with permanent residence in Bucharest, students up to 18 years old, who attend an educational institution in Bucharest.

For more details: <http://stbsa.ro/>

Subway/Metro

Bucharest is the only Romanian city with a subway network made up of 5 lines and 63 stations. The running schedule is between 5:00 AM and 11:00 PM, and travel cards are purchased from the subway stations. Further details at: www.metrorex.ro. Prices: One trip ticket - 2,5 lei, daily pass - 8 lei, 10 trips ticket - 20 lei (July 2021). Additional information on tickets: http://www.metrorex.ro/travel_tickets_p1382-2.

Children under the age of seven, war veterans, people with disabilities, all categories of pensioners are exempted from paying the travel ticket, pupils, while day-class students benefit from 50% discounts on the monthly fare.

Taxi

Taxi service is available in all cities of the country. Taxis can be ordered by phone call, via on-line applications, or directly in the street. Legally authorized taxis have a distinctive TAXI box on the car, and the name of the Taxi Company, license number, and rate are specified on the door. For details on taxi companies operating in the main Romanian cities, you can check the web page <http://www.taximetre.ro/>.

Air transportation

National airline company TAROM ensures domestic flights making transfers between Bucharest and the main airports in the country: Timișoara, Cluj, Satu Mare, Baia Mare, Târgu Mureș, Iași, Suceava. Also external flights are ensured by TAROM. Further details can be found on www.tarom.ro.

Other low-cost airline companies: Blue Air, Wizz Air, Ryanair provide transfers in Timișoara, Cluj and Iași.

River transportation. The persons' transport is especially developed in the Danube Delta area. The service is mainly provided by NAVROM Delta S.A.-Tulcea, ensuring the transport between the ports of Tulcea, Sulina, Sfântu Gheorghe and the localities of the Danube Delta. Details of routes, schedule and prices are found on www.navromdelta.ro.

Driving license

To be allowed to drive a vehicle in Romania, you must be at least 18 years old and have a valid driving license, corresponding to the type of vehicle you drive. **If you do not have a driving license issued in another country** and you want to get such a permit in Romania, you must have a right of residence in Romania (residence permit, resident card) and to have lived in the country for at least 185 calendar days (6 months), before getting registered for an examination. To obtain the license, you need to attend a driving school and take an exam, consisting of a knowledge test on the computer and a practical one, on a route from the city where you reside. The knowledge test can be supported, on request, also in an international language but the practical exam (route) will be run in Romanian.

The driving license is valid for 10 years, after which it can be extended without supporting another exam.

If you have a valid driving license issued in a State Signatory of the Convention on Road Traffic (Vienna 1968), you can exchange this document for a Romanian one without any examination or testing. In order to change your driving license, you must contact the Driving Licenses and Vehicle Registration Service within the Prefect Institution, in the city where yours domicile is as registered on your residence permit. The Romanian driving license is issued within 30 days of submitting the file and in the meantime, you will be able to circulate with a provisory document.

If you have a driving license issued by a State which has not signed the Convention on Road Traffic and is not a member of the European Union, you may drive in Romania only based on the driving license issued in that country, accompanied by an international driving license. It is possible that, in order to be able to validate the authenticity of the residence permits obtained in a third country, you may be asked for additional documents (such as a certificate issued by a consular office). For that reason, we recommend you find more from the Driving License and Vehicle Registration Service in the county of residence.

8. FAMILY

Marriage

The legal age for marriage is 18 years old; a minor who has reached the age of 16 under a medical certificate may be married, with the consent of his parents or, as the case may be, of the tutor and the authorization of the guardianship court in whose district the minor is domiciled; If one of the parents refuses to approve marriage, the guardianship court also decides on this divergence, given the superior interest of the child.

The documents necessary for the conclusion of the marriage between two foreign citizens or between a foreign citizen and a Romanian citizen must be submitted in original and in copy to the Civil Status Office of the City Hall of the place of domicile or residence of one of the spouses. Marriage can be officially concluded, only after 10 days since the application was submitted. On the day of marriage, you must be accompanied by 2 witnesses with their identity documents on them, and for the foreign citizens who do not understand Romanian, the presence of an authorized translator is required.

The documents submitted for the purpose of marriage, which are issued by foreign authorities, must be translated into Romanian and legalized by your country's embassy or consulate in Romania. The legalization of the documents' copies and translations of necessary documents are subject to consular fees, which are paid by applicants to the relevant Embassy or Consulate.

The documents included in the file submitted to the Civil Status Office must in some cases be apostilated and legalized under the Hague Convention. For more details, please visit the page: <http://www.mae.ro/node/1455>.

There are a number of special cases in which citizens of certain states cannot marry in Romania, except with the approval of the authorities of the country of origin. Therefore, before concluding a marriage in Romania, you must inform about your obligations in this respect from the embassy or consulate of your country in Romania.

Birth

According to the legislation in force, any child born on the territory of Romania must be declared and registered by the Public Community Service of Personal Records or, as the case may be, by the civil status officer of the city hall/ territorial administrative unit in whose jurisdiction the event occurred.

Children with one or both parents being foreign citizens may become Romanian citizens if:

- they were born on the territory of the Romanian state, even if only one of the parents is a Romanian citizen;
- they were born abroad and both parents or only one of them have Romanian citizenship;
- they are foreign citizens but are adopted by Romanian citizen.

The child automatically obtains Romanian citizenship if he/she is under 18 years of age when his/her parents obtain Romanian citizenship.

If just one of the parents obtains Romanian citizenship, the parents shall decide by common consent on the citizenship of the child. In the event that the parents do not reach an agreement, the Court of the place of domicile of the minor will decide, based on the principle of respecting the best interests of the child. For a child who has reached the age of 14 years old, his/her consent is required.

Declaration and registration of death

Death occurred on the territory of Romania is declared by the family members of the deceased or, in their absence, by the physician or any other member of the medical staff where death occurred or by any other person who became aware of the death, within 3 days of the date of the person's death.

The death certificate is recorded by the local Public Community Service of Personal Records or town hall in whose jurisdiction the death occurred. For this, you need the following documents: the medical certificate of death registration, signed by the physician or the health care staff that made the ascertainment; the identity card, birth certificate and marriage certificate of the deceased; the identity card of the death declarant.

The consulate of the country whose citizen is the deceased may:

- provide information on the procedures to be followed in case of death, contact details of funeral service companies;
- release a mortuary passport required for the international transport of the dead body.

9. FINANCES

National currency

The national currency is the Romanian Leu (RON).

The currency exchange policy falls within the responsibilities of the National Bank of Romania (BNR), the exchange rate set on a daily basis by BNR being the reference rate for many financial institutions or in financial-banking operations.

Commercial banks and foreign exchange offices practice their own exchange rates, the exchange offices being also able to request commissions.

You can find details of the BNR exchange rate on: <http://www.bnr.ro/Cursul-de-schimb-524.aspx>, (ex. 1 euro=4.92 lei, 23rd of July 2021) or for commercial banks on: www.banknews.ro/curs_valutar_banci/

Bank accounts

You can open a current account with any bank, on the basis of a document proving your identity: passport and/or residence permit.

More banking services can be accessed via internet or telephone (Internet banking or mobile banking): you can open deposits, make transfers, currency exchange, pay invoices,

check your account, charge the card, etc. The list of commercial banks accredited by the BNR, as well as their contact details can be found at: <http://www.bnro.ro/Banci-comerciale-1333.aspx>

Money transfers to and from abroad

You can send money from Romania abroad or you can get money from abroad by using various bank services offered by commercial banks. Upon request, banks can provide a list of the countries where you can perform bank operations as well as information about commissions practiced. In order to make a transfer, you need to present a document to prove your identity: passport and/or residence permit.

You can also transfer money through the Romanian Post Office or by rapid international money transfer services: Money Gram, Western Union.

More details can be found on: <http://www.posta-romana.ro>, <https://secure.moneygram.com>, <https://www.westernunion.com/ro/en/home.html>.

Taxation - taxes and fees

The income tax deducted for any gross salary is 10%. If you are an employee, your employer has the obligation to withhold the income tax on your salary and turn it over to the state budget (National Agency for Fiscal Administration). Pensions are also taxed by applying 10% of the amount resulting from the deduction of 2,000 of the amount of the pension. Pensions of less than 2,000 lei are not taxed. Taxes are also paid on property, vehicles, land, the level of which is set by municipalities, etc.

The standard rate of VAT is 19%. There are also reduced VAT rates: for example, 9% for human and veterinary medicines, for water and sewage services, hotel accommodation, food delivery and 5% for restaurant and catering services, books, manuals schools, magazines and access to school or sports events, access to museums, memorial houses, fairs, exhibitions.

If you are self-employed and you are registered as an authorized natural person (PFA) or have registered a family association, depending on your residence or place of activity, you must register with the Public Finance Administration to get a Fiscal Identity Code and for the calculation and payment of the income tax.

Also, local taxes and fees (such as on buildings, land, means of transport, certificates, licenses, authorizations, etc.), profit taxes, excise duties (cigarettes, alcohol, gas, coffee, etc.) and others are perceived.

For information regarding income taxes by types of activities carried out, visit the website of the National Agency for Fiscal Administration (ANAF): http://static.anaf.ro/static/10/Anaf/Contribuabili/scurt_ghid.htm

You can also find the list of Public Finance Administrations with their contact details on: https://static.anaf.ro/static/10/Anaf/AsistentaContribuabili_r/telefoane_judete/Regiuni.htm.

10. COMMUNITY ENGAGEMENT

According to the Romanian Constitution, as a foreign citizen, you benefit from all the fundamental rights in the social and economic fields, except for the political ones. The fact that you do not have political rights means that you do not have the right to elect (to vote) or to be elected, to set up political parties and to exercise public functions and dignities.

However, you have the right to set up a non-governmental organization, to become an associate or member of an association, foundation, etc. and to undertake voluntary actions.

There are non-governmental organizations that act for the benefit of foreign citizens as well as organizations of foreign communities, which can be cultural, professional, business, human rights organizations, etc. You can address them if you have a problem or if you want to support their activities.

Useful links:

- Romanian National Council for Refugees (CNRR)- www.cnrr.ro
- CONNECT Association for Dialogue, Employment and Migration (CONNECT Association) - www.asociatiaconect.ro
- Save the Children Romania (SCR)- www.salvaticopiii.ro
- APEL Service Association - <http://apelngo.ro/>
- Romanian Forum for Refugees and Migrants (ARCA) - www.arca.org.ro
- UNICEF Romania - <http://www.unicef.org/romania/ro/>
- The United Nations High Commissioner for Refugees (UNHCR Romania) - <https://www.unhcr.org/ro/>
- International Organization for Migration - <https://www.oim.ro/en/>.