



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

Department of Labor
1338 Ascension Drive, Capitol Hill
PO Box 10007, Saipan MP 96950



FOR IMMEDIATE RELEASE

CNMI Department of Labor Reminds Businesses of Key Regulations

The CNMI Department of Labor (DOL) is issuing a reminder to businesses operating in the Commonwealth regarding crucial regulations outlined in the CNMI Labor Laws. Adherence to these regulations is essential to ensure a fair and transparent employment environment for all workers.

1. Job Vacancy Announcement (§ 80-20.1-225):

Employers intending to hire foreign national workers, transitional workers, or nonimmigrant aliens on a full-time basis are required to post job vacancy announcements on the Department's website, www.marianaslabor.net. This applies to new employment arrangements, renewals, or transfers.

2. Job Preference Requirement (§ 80-20.1-220):

Qualified citizens, CNMI permanent residents, and U.S. permanent residents must be given preference for employment in the private sector workforce. Employers are prohibited from hiring foreign national workers if qualified local applicants apply for the job in a timely fashion.

3. Reduction in Force or Closure of Business (§ 80-20.1-240):

Businesses planning a reduction in force (RIF) or closure must submit written notices to the Office of Administrative Services at 1356 Mednilla St. in Capitol Hill, at least sixty (60) days prior to closure or RIF. Additionally, affected employees must receive written notices at least thirty (30) days in advance.

4. Census of Employment (§ 80-20.1-505):

ALL employers are required to report their Workforce Lists on a quarterly basis; reporting the number and classification of employees for whom wages were paid during the quarter. Even if a business has no foreign employees and only employs qualified citizens, CNMI permanent residents, and U.S. permanent residents; the business is required to submit a quarterly Census of Employment. Forms and directions are available on the DOL website: www.marianaslabor.net.

Businesses should download the most updated workforce list template for accurate filing. Completed documents should be emailed to documents@marianaslabor.net.



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Fiscal Year Filing Deadlines are:

- First quarter: April 30
- Second quarter: July 31
- Third quarter: October 31
- Fourth quarter: January 31

Note that DOL enforcement has been conducting extensive outreach to businesses not compliant with their Workforce List quarterly submissions across the CNMI. If your business has been notified, please submit your documentation as soon as possible to avoid violations and fines.

5. Workforce Plan (§ 80-20.1-510):

The workforce plan aims to increase the participation of citizens, U.S. permanent residents, and CNMI permanent residents in the CNMI workforce. Employers must identify positions held by nonimmigrant aliens and provide a timetable and actions planned or taken, for their replacement with qualified U.S. or U.S. Eligible workers. A workforce plan is current if it has been updated and filed within the past 12 months. Forms and directions are available on the DOL website: www.marianaslabor.net.

For more information on DOL Regulations, visit: <http://bit.ly/3N547V> (Note the address is case sensitive).

The CNMI DOL emphasizes the importance of compliance with these regulations to foster a robust and inclusive workforce in the Commonwealth. Businesses are encouraged to familiarize themselves with the outlined requirements and ensure timely adherence to promote a fair and balanced employment environment.

For further inquiries, please contact the CNMI Department of Labor at info@dol.gov.mp.