FREE GUIDE FROM BAIT BOSS

The Oman household-employer checklist

A practical checklist for families who employ domestic workers, based on Ministerial Decision 574/2025, the Regulation on the Work of Domestic Workers and Similar Categories (in force since 13 October 2025), and official service pages.

Disclaimer: general information, not legal advice. The regulation is published in Arabic, and this English text is our unofficial summary. For your own situation, check the official text, the Ministry of Labour or a licensed Omani lawyer. Last reviewed 20 November 2026.

Covers: housemaids, nannies, private drivers, gardeners, farm workers, residential building guards, home health assistants, private nurses, home cooks, camel and livestock keepers, and grooms (Art. 2).

Before and at hiring

☐	Recruit only with a Ministry of Labour licence, and employ the worker only in the profession they are licensed for. Do not let them work for others or on their own account.	Art. 8, 9, 11
☐	The worker must be at least 21 years old.	Art. 6
☐	Never take money from the worker for recruiting, employing or transferring them.	Art. 7
☐	Put the contract in writing in Arabic, in two copies (one each). If it is in another language, attach an Arabic copy. It must state: both parties' details, start date and probation, the type of work, the place of work, working and rest hours, the monthly wage and its pay date.	Art. 19
☐	Register the contract electronically on the Ministry of Labour system, and update it whenever a term changes.	Art. 19 · MoL e-service
☐	Probation: at most 15 days, once only with the same employer. Either side may end the contract during probation with at least 7 days' notice.	Art. 20

Daily life at home

☐	Treat the worker in a way that preserves their dignity, safety and health. Forced labour, violence and harassment are prohibited, and so is dangerous work.	Art. 4, 13
☐	Working hours: no more than 12 a day, with breaks that do not count as work, and at least 8 hours of rest a day. Overtime: at most 2 hours a day, paid, and agreed in writing.	Art. 22
☐	At least one paid rest day a week. The worker may work it only by written agreement, for an extra day's wage or another rest day.	Art. 23

☐	Provide food and suitable accommodation: well ventilated, lit and air-conditioned, with sound doors, windows and ceilings, good bedding, a wardrobe for personal belongings, and a clean, sound bathroom.	Art. 13, 14
☐	If the worker lives outside your home, provide free transport to and from work.	Art. 15
☐	Cover the worker's health insurance.	Art. 16
☐	Do not keep the worker's passport or personal documents unless they agree in writing.	Art. 5

Pay and leave

☐	Pay the wage in Omani rials, or another legal currency if agreed, within 7 days of the due date in the contract.	Art. 27
☐	Keep proof of payment: the worker's signature in a wage register, or a deposit or transfer to their account at a local bank licensed by the Central Bank of Oman.	Art. 28
☐	Deduct from wages only for: loss or damage the worker caused deliberately or by negligence; a court or administrative order; or an interest-free loan agreed in writing. Never deduct more than a quarter of the wage.	Art. 29
☐	Sick leave: paid, up to 30 days a year, with a certificate from an approved medical body. The worker must not work while on sick leave.	Art. 24
☐	Annual leave: at least 21 days on full pay for each year of service. Timing and splitting are agreed between you. Cash instead of leave only by written agreement. Unused days are paid when service ends. All leave counts as service.	Art. 25, 26

Records and renewals

☐	Keep a file for each worker with copies of their passport and resident card, all leave records, work-related documents and deduction notices. Keep it for at least 1 year after the job ends, and give it to the Ministry if asked.	Art. 17
☐	Cooperate with authorised Ministry inspectors: allow them to meet the worker and provide accurate documents.	Art. 12
☐	To renew a domestic worker's residence: renew the contract with the Ministry of Labour first, get a Ministry of Health-approved medical exam, and make sure the passport has at least 6 months' validity and the worker is in Oman. Documents: passport, photo, contract, medical exam.	Gov.om / ROP

Ending the contract

☐	If you or the worker do not want to renew, give at least 2 months' notice before the contract ends. If you both carry on after the end date, the contract is extended on the same terms.	Art. 21
☐	End-of-service gratuity: half the monthly wage for each year of service, pro rata for part-years. Years count from the regulation's start date (13 Oct 2025), and nothing is due for service under 2 years. You may deduct amounts the worker owes you.	Art. 31

☐	Pay all final dues within 5 days of the last working day if the worker transfers to another employer, or at least 3 days before departure if they travel home.	Art. 32
☐	Return the worker to their home country (or another agreed country) at your cost within 30 days of the contract ending, unless they transfer to another employer. Give a clearance letter if they ask.	Art. 33, 34
☐	The worker may leave early, keeping all rights including the gratuity, in listed cases such as wages not paid in full for more than 2 consecutive months. The employer may end the contract without the gratuity in listed cases such as assault or absence without acceptable excuse for more than 3 consecutive or 7 separate days in a year.	Art. 35, 36

Fines: OMR 50 to 500 per violation, multiplied by the number of workers affected (Art. 39). Employers had 3 months from 13 Oct 2025 to bring existing arrangements in line (Article 2 of the Decision).

Good practice we recommend (not legal requirements)

- Give the worker a translation of the contract in a language they understand, alongside the Arabic original.
- Share the week's schedule in the worker's language, with the end of each working day and the rest day written down.
- Close each month with a short pay-and-leave record and keep the bank-transfer reference.
- Track document expiry dates 90 days ahead. Renewals often depend on each other (contract, then medical exam, then residence).
- Keep only the personal data you need. If an outside service manages staff records, ask how it protects data under Oman's Personal Data Protection Law (Royal Decree 6/2022).
- No cameras in staff quarters and no location tracking of staff.

Bait Boss helps you run this checklist: daily plans for each worker in their language, pay and leave records, document-expiry reminders, and a weekly Arabic summary. To get in touch or ask for your data to be deleted: baitboss.shareq.ai/contact
We do not provide recruitment, visa or legal services.

Sources

1. Ministerial Decision 574/2025 issuing the Regulation on the Work of Domestic Workers and Similar Categories - full Arabic text (Official Gazette No. 1617, 12 Oct 2025; in force 13 Oct 2025). https://qanoon.om/p/2025/mol20250574/
2. ILO NATLEX record for MD 574/2025 (adopted 9 Oct 2025, in force 13 Oct 2025; repeals MO 189/2004). https://natlex.ilo.org/dyn/natlex2/r/natlex/fe/details?p3_isn=119041
3. Ministry of Labour e-service: Register an employment contract for non-Omani manpower (individuals). https://www.mol.gov.om/ManpowerAllEServices/Details/305
4. Gov.om (Royal Oman Police): Renew the residence of your domestic worker - documents and conditions. https://gov.om/w/renew-the-residence-of-your-domestic-worker
5. Personal Data Protection Law, Royal Decree 6/2022 - Arabic text. https://qanoon.om/p/2022/rd2022006/

Regulation sources accessed 20 Nov 2026. Platform-policy pages (Gmail, Microsoft, WhatsApp) accessed 25 Nov 2026. English renderings of the Arabic regulation are our unofficial translation.