



Quick Guide to Permits and Certificates

The information below is provided for guidance only. Please read the important information at the end of this Quick Guide, which also provides a link to the Population Management (Guernsey) Law, 2016 which contains the definitive information this Quick Guide is based on. Some of the terms used in this Quick Guide are explained in the Quick Glossary [here](#).

Employment Permits

Name	Duration	Conditions	Rules for the holder
Short Term Employment Permit 9 months on-island, 3 months off-island (STEP 9/3)	Up to 9 months Renewable	Named full-time job Named employer	Can live in Open or Local Market housing Must live in shared accommodation Is not a householder Cannot accommodate others Non-Recognised Breaks in Residence count towards 5-year aggregate Holds or last held another type of Permit or document, <u>must</u> take a recognised break in residence Holds a Short Term Employment Permit or was resident under a 9 month Short Term Housing Licence 6 months before 3 rd April 2017, <u>no need</u> to take a recognised break in residence Can work a maximum of 9 continuous months before having to leave Guernsey for at least 3 months.

Name	Duration	Conditions	Rules for the holder
Short Term Employment Permit	Up to 1 year Renewable up to maximum of 5 years aggregate residence	Named full-time job Named employer	Can live in Open or Local Market housing Must live in shared accommodation Is not a householder Cannot accommodate others Non-Recognised Breaks in Residence count towards 5-year aggregate Can never hold another Short Term Residence Permit once the 5 years aggregate residence limit is reached
Medium Term Employment Permit	Up to 5 years (Non-renewable)	Named full-time job Named employer (No accommodation restrictions)	Can live in Open or Local Market housing Is a householder Can accommodate immediate family members Must take a Recognised Break in Residence upon expiry
Long Term Employment Permit	Up to 8 years	Named full-time job Named employer (No accommodation restrictions)	Can live in Open or Local Market housing Is a householder Can accommodate immediate family members Can expect to become an Established Resident after completing 8 years residence under this Permit

Name	Duration	Conditions	Rules for the holder
Open Market Employment Permit (Part A)	Depends on contract of employment Renewable indefinitely	Named full-time job Named employer Named address	Must live on-site in Open Market Part A accommodation Is not a householder Can accommodate immediate family members
Open Market Employment Permit (Part B)	Depends on contract of employment Renewable	Named full-time job Named employer Named address	Must live on-site in Open Market Part B accommodation Is not a householder Cannot accommodate others Non-Recognised Breaks in Residence count towards continuous residence
Open Market Employment Permit (Part C)	Depends on contract of employment Renewable	Named full-time job Named employer Named address	Must live on-site in Open Market Part C accommodation Is not a householder Cannot accommodate others Non-Recognised Breaks in Residence count towards continuous residence

Residence Certificates

Name	Duration	Conditions	Rules for the holder
Permanent Resident Certificate	No expiry date	None	None
Established Resident Certificate	Up to 6 years duration (Issued after a person has held a Long Term Employment Permit for 8 years)	None	Can live in Open or Local Market housing Is a householder Can accommodate immediate family members The holder has no automatic right to return to Local Market accommodation if they leave the Island
Open Market Resident Certificate (Part A)	Variable Renewable indefinitely	Named address Must be the owner/lessee of the Part A dwelling	Is a householder Can accommodate immediate & extended family members
Open Market Resident Certificate (Part B)	Variable Renewable indefinitely	Named address Must be the owner/lessee of the Part B dwelling	Is a householder Can accommodate immediate family members
Open Market Resident Certificate (Part C)	Variable Renewable indefinitely	Named address Must be the owner/lessee of the Part C dwelling	Is a householder Can accommodate immediate family members
Open Market Resident Certificate (Part D)	Variable Renewable indefinitely	Named address Must be the owner/lessee of the Part D dwelling	Is a householder Can accommodate immediate family members

Residence Permits

Name	Duration	Conditions	Rules
Family Member Resident Permit	Linked to the duration of the Certificate / Permit of the Householder	Must live with a named householder	Must be accommodated as an immediate family member of a named lawful householder Is not a householder Cannot accommodate others
Discretionary Resident Permit	Variable Renewable in some circumstances	Can have a wide range of conditions	Can be issued to cover temporary or long term residence in either Open or Local Market accommodation Expiry can be linked to a date or an event
Established Resident Permit	Up to 6 years duration (Issued after a person has completed 8 consecutive years Local Market residence)	Must live with a named person	Must be accommodated as an immediate family member of a named lawful householder Is not a householder Cannot accommodate others Has no automatic right to return to Local Market accommodation if they leave the Island
Open Market Family Member Resident Permit (Part A)	Variable Renewable	Named address Must live with a named person	Must be accommodated as an immediate or extended family member of the named householder Is not a householder Cannot accommodate others
Open Market Family Member Resident Permit (Part B)	Variable Renewable	Named address Must live with a named person	Must be accommodated as an immediate family member of the named householder i.e. the owner/lessee of the hotel Is not a householder Cannot accommodate others

Name	Duration	Conditions	Rules
Open Market Family Member Resident Permit (Part C)	Variable Renewable	Named address Must live with a named person	Must be accommodated as the immediate family member of the named householder i.e. the owner/lessee of the residential/nursing home Is not a householder Cannot accommodate others
Open Market Family Member Resident Permit (Part D)	Variable Renewable	Named address Must live with a named person	Must be accommodated as the immediate family member of the named lawful householder who must also be the owner of the dwelling Is not a householder Cannot accommodate others
Open Market Employee Family Member Resident Permit (Part A)	Linked to the duration of the Open Market Employment Permit of their relative	Named address Must live with a named person	Must be accommodated as an immediate family member of a named Part A employee Is not a householder Cannot accommodate others

Name	Duration	Conditions	Rules
Open Market Lodger Resident Permit (Part A)	Variable Renewable up to maximum of 5 years continuous residence	Named address	Is not a householder Cannot accommodate others Must take a Recognised Break in Residence upon expiry Non-Recognised Breaks in Residence count towards 5 years continuous residence
Open Market HMO Resident Permit (Part D)	Variable Renewable up to maximum of 5 years continuous residence	Named address	Is not a householder Cannot accommodate others Must take a Recognised Break in Residence upon expiry Non-Recognised Breaks in Residence count towards 5 years continuous residence

All Permits and Certificates, except Permanent Resident Certificates, become invalid if the holder leaves Guernsey.

Where can I find out more?

If you want to learn more about the processes that led to the introduction of the Population Management Law you can find useful information on the [Population Management pages of the States of Guernsey website](#).

These pages are reviewed and updated frequently as policies supporting the Population Management Law are developed and updated.

If you have questions that the Quick Guides don't answer, you can email us at Population@gov.gg or call us on 01481 715790.

Important Note

This Guide has been prepared to assist the public, particularly employers, by summarising the effect of certain provisions of the Population Management (Guernsey) Law, 2016 ("the Law"). While believed to be accurate it is not authoritative, it has no legal effect, and it does not constitute legal or any other advice. No warranty is given that it is free of errors and omissions, and no liability is accepted for any loss arising from its use. It is not to be taken as setting out the position of any Committee or other body of the States in relation to any particular issue.

The Law contains "transitional arrangements" to manage the change from the Housing Control system to the Population Management system. This Guide does not necessarily apply in respect of people to whom those arrangements may apply.

The Law came into force 3 April, 2017, and can be viewed and/or downloaded from the Guernsey Legal Resources website [here](#).