



Italian Embassy
Tashkent

NATIONAL VISA FOR EMPLOYMENT REMOTE WORKER

Visa Type:	National Visa (type "D")
Length of stay:	from 91 to 365 days
Entrances:	multiple entries
Time requirements for submitting the application:	no earlier than six months and at the latest 15 calendar days before the start of the planned trip
Deadline for completion of the procedure:	30 days
Reference legislation:	<ul style="list-style-type: none">• Legislative Decree no. 286/1998, art. 3, 21, 22, 24, 27, 27-quater and 27-quinquies;• Presidential Decree 394/1999, articles 29, 31, 40, 49 and 50;• Law no. 103/2002;• Legislative Decree no. 81/2015, art. 2 co. 1;• Legislative Decree no. 206/2007;• Interministerial Decree No. 850/2011, Annex A, point 8;• Interministerial Decree of 29 February 2024;

GENERAL OVERVIEW

The visa for subordinate employment may be issued to foreigners who are highly qualified workers, pursuant to Article 27-quater, paragraph 1, of Legislative Decree no. 286/1998, and who intend to carry out subordinate employment or collaboration activities through teleworking using IT tools, pursuant to Article 2, paragraph 1, of Legislative Decree no. 81/2015. The employer's headquarters may be located in Italy or abroad.

CHECKLIST OF SUPPORTING DOCUMENTS

1	Application form for a National Visa type "D" duly completed and signed in original by the applicant. <i>For minors under 18, the form must be signed in original by both parents at the Embassy when submitting the application to the designated Official. Both parents and the minor must be physically present at the Embassy.</i>
2	A recent (no older than six months) passport-sized photo with a white background ICAO
3	Original passport. <ul style="list-style-type: none">• the passport issue date must not be older than 10 years;• the passport must be valid for at least 90 days from the expiry date of the requested visa;• The passport must contain at least two blank pages.
4	Photocopy of passport and identity card/internal passport.
5	Proof of residence documentation. <i>The proof of residence documentation ONLY for Uzbek citizens is as follows:</i> <ul style="list-style-type: none">– Uzbek identity card/domestic passport;– Certificate of residence downloadable from the portal https://my.gov.uz.



Italian Embassy
Tashkent

The following documentation is required to prove residency **ONLY** for Tajik citizens:

- Tajik identity card;
- certificate of residence.

The proof of residence documentation **ONLY** for non-Uzbek citizens residing in Uzbekistan is as follows:

- A valid and up-to-date residence permit issued by the competent authorities of the Republic of Uzbekistan. The original residence permit must be presented at the visa counter, along with a photocopy to be attached to the visa application. It is preferable that the residence permit be valid for at least 90 days after the return date;
- work permit issued by the Migration Agency under the Cabinet of Ministers of the Republic of Uzbekistan;
- Employment certificate and salary downloadable from the portal <https://my.gov.uz>;
- Certificate issued by the visa applicant's employer, with original signature and stamp, accompanied by a copy of the signatory's passport and Uzbek identity card. The signature on the certificate must match the signature on the Uzbek passport/identity document. The certificate must state the applicant's place of employment and residential address. If the visa applicant runs a business, a copy of the Chamber of Commerce registration and/or business license must be attached. However, if the visa applicant is not employed and is dependent on a family member, the same documents relating to the dependent family member must be attached to the application, along with a signed original statement from the family member certifying that the visa applicant is dependent, and a copy of the family member's Uzbek passport/identity document;
- Rental agreement or property title proving the visa applicant's residency in Uzbekistan, along with electricity and water bills for the last three months in their name. If the visa applicant is not a tenant or owner, they must submit the same documentation in the name of the family member with whom they live, in addition to a copy of the cohabiting family member's passport or identity card.

The proof of residence documentation **ONLY** for non-Tajik citizens residing in Tajikistan is as follows:

- A valid and valid residence permit issued by the competent authorities of the Republic of Tajikistan. The original residence permit must be presented at the visa counter, along with a photocopy to be attached to the visa application. It is preferable that the residence permit be valid for at least 90 days after the return date;
- work permit issued by the competent immigration offices of Tajikistan;
- Certificate issued by the visa applicant's employer, with original signature and stamp, accompanied by a copy of the signatory's passport and Tajik identity card. The signature on the certificate must match the signature on the Tajik passport/identity document. The certificate must state the applicant's place of employment and residential address. If the visa applicant runs a business, a copy of the Chamber of Commerce registration and/or business license must be attached. However, if the visa applicant is not employed and is dependent on a family member, the same documents relating to the dependent family member must be attached to the application, along with a signed original declaration from the family member certifying that the visa applicant is dependent, and a copy of the family member's passport/identity document;

Rental agreement or property title proving the visa applicant's residency in Tajikistan, along with electricity and water bills for the last three months in their name. If the visa applicant is not a tenant or owner, they must submit the same documentation in the name of the family member with whom they live, in addition to a copy of the cohabiting family member's passport or identity card.

6 Copies of previous Schengen, UK and USA visas.

7 Documentation proving the qualification of "highly qualified worker" pursuant to Article 27-quater, paragraph 1, of Legislative Decree No. 286/1998.

In order to fall into the category of "highly skilled worker", the visa applicant must demonstrate that he or she possesses, alternatively, the following:

- higher education diploma of at least three years' duration, issued by a university or higher education institution accredited in the country in which the qualification was obtained, or post-secondary professional qualification of at least three years' duration or corresponding to at least level 6 of the National Qualifications Framework referred to in the decree of the Ministry of Labour and Social Policies of 8 January 2018;
- certificates issued by the competent Italian Authority referred to in art. 5 of Legislative Decree no. 206/2007, attesting that the visa applicant meets the requirements to practice a regulated profession;
- Higher professional qualification obtained on the basis of at least five years of professional experience. The visa applicant must submit the following documents issued by the competent government authority located in the country where the qualification was obtained (e.g., Chamber of Commerce, Municipality, Government Agencies, Social Security Institutions, etc.):



Italian Embassy
Tashkent

- the company's identification data and specific business sector;
- the position held by the visa applicant within the company (owner, partner, employee);
- photocopy of the employment contract and pay slips (at least two pay slips for each declared year);
- certificate issued by the employer attesting to the experience and skills acquired within the company, as well as the start and end dates of the professional experience;
- higher professional qualification obtained on the basis of at least three years of relevant professional experience, gained in the last seven years preceding the submission of the visa application, in case the visa applicant is an IT and communications manager or specialist as per ISCO-08 classification, No. 133 and No. 25.

All documents/certificates issued by foreign authorities/bodies/universities/government institutions must be legalized by the competent Italian diplomatic-consular representation accredited in the consular district of the country in which the authority/body/university/government institution that issued the documents/certificates is based. As an alternative to consular legalization, an apostille may be affixed to the documents/certificates if the authority/body/university/government institution that issued the documents/certificates is based in the consular district of a country that is a party to the 1961 Hague Convention Abolishing the Requirement of Legalization for Foreign Public Documents.

For university qualifications, a Declaration of Value is required. To obtain the Declaration of Value, applicants must submit their qualifications to the competent Italian diplomatic or consular representation accredited in the consular jurisdiction of the country where the educational institution that issued the qualifications is located.

All certificates must be translated into Italian. To do so, please refer to the following link:

<https://ambtashkent.esteri.it/it/servizi-consolari-e-visti/servizi-per-il-cittadino-foreigner/legalizzazione-e-traduzione-dei-documenti/>

All documents must be submitted in both original and photocopied form. Photocopies must be accompanied by a consular certification certifying that they are a true copy of the original (to this end, please contact the Consular Office of the Italian Embassy in Tashkent and request an appointment by email).

8 Documents that must be provided by the employer in Italy.

- An employment contract specifying the work to be performed, based on the requirements of Article 27-quater, paragraph 1, of Legislative Decree no. 286/1998. The annual salary must not be lower than the salary established by national collective bargaining agreements stipulated by trade unions, and under no circumstances may the annual salary be lower than the average gross annual salary recorded by ISTAT and available at the following link:

<http://dati.istat.it/viewhtml.aspx?il=blank&vh=0000&vf=0&vcq=1100&graph=0&viewmetadata=%201&lang=en&QueryId=12006;>

- Self-declaration signed by the employer, declaring the absence of convictions in the last 5 years for the crimes referred to in Article 22, paragraph 5-bis, of Legislative Decree no. 286/1998;
- Photocopy of the company register;
- Photocopy of the employer's passport.

9 Proof of annual income earned in Uzbekistan/Tajikistan, the amount of which must not be less than approximately €25,500.00, three times the minimum level required for exemption from social security contributions, which currently stands at approximately €8,500.00.

IMPORTANT: Bank guarantees and surety bonds are not accepted. Only funds in SUM, USD, or Euros, proven by official documents issued by financial authorities located in Uzbekistan/Tajikistan, will be considered reliable. The documents must be original and duly stamped by the issuing authority.

10 Letter of authorization issued by the employer in Uzbekistan/Tajikistan.

- If the visa applicant works in Uzbekistan/Tajikistan, the employer must issue a letter of authorization addressed to the Embassy, which authorizes the visa applicant to transfer to Italy and confirms any resignation and cancellation of the Uzbek/Tajik residence permit (in the case of foreigners residing in Uzbekistan/Tajikistan). A photocopy of the signatory's passport/identity document must be attached to the letter of authorization. Documents certifying the applicant's residence must also be provided. the signatory's role within the company/organization and his/her power of attorney as signatory.

11 Letter of dismissal or certificate of resignation issued by the employer in Uzbekistan/Tajikistan.



Italian Embassy
Tashkent

	<i>Only if the candidate intends to resign or has already resigned to move to Italy, he or she must submit a letter of dismissal or a certificate of acceptance of the resignation issued by the employer in Uzbekistan/Tajikistan.</i>
12	Proof of cancellation of the Uzbek/Tajik residence permit, only if the visa applicant is a non-Uzbek/Tajik citizen residing in Uzbekistan/Tajikistan and only if requested by the Visa Office.
13	Certificate of health insurance coverage for the entire period of stay in the Schengen Area <i>The insurance policy must provide a minimum coverage of €30,000.00, valid throughout the Schengen Area, and must include emergency hospitalization, repatriation for medical reasons, urgent medical care, emergency hospital care, death, and repatriation of the deceased.</i>
14	Proof of accommodation <i>Availability of accommodation can be proven as follows:</i> <ul style="list-style-type: none"> • <i>Rental agreement registered with the Revenue Agency;</i> • <i>Property deed of property duly registered by the competent notarial authorities.</i>
15	Round trip flight booking. IMPORTANT: <u>The Visa Office will only process applications submitted no more than six months before the intended travel date and no later than 15 calendar days before the intended travel date. Applications submitted outside the aforementioned time limits will be immediately rejected by the reception staff at the counter. If the application has already been entered into the IT system, the Visa Office will issue the citizen a simplified decision declaring the application inadmissible, return the attached documents, delete the biometric data from the system (if acquired), and refund any fees collected.</u>
16	Checklist of supporting documents. <i>The visa applicant must submit this checklist, written in both Italian and a foreign language they understand. The checklist must be printed by the visa applicant and signed in original.</i> <i>In the event of any discrepancies in interpretation between the version originally drafted in Italian and any other version drafted in any other language, the original Italian version shall prevail.</i>

DECLARATION:

I understand that failure to submit ALL the documents listed above may result in the denial of my visa application, and that submitting all the documentation listed herein does not automatically guarantee the issuance of a visa.

I understand that the Italian Embassy in Tashkent reserves the right to request additional documents to supplement the visa application, if deemed necessary for a more thorough evaluation of the application.

I understand that the administrative process for processing my visa application has a 90-day deadline and that my passport will not be returned until the final decision on issuing or denying my visa has been issued.

I am aware that, with regard to the interpretation of the contents of this document, in the event of any discrepancies in interpretation between the version originally drafted in Italian and any other version drafted in any other language, the original version in Italian shall prevail.

I, the undersigned, declare that I have read the information on the protection of personal data relating to the issuance of entry visas for Italy and the Schengen area (General Data Protection Regulation/GDPR (EU) 2016/679, art. 13) available on the website of the Ministry of Foreign Affairs and International Cooperation.	Initials:
---	------------------

Email address (print)	Mobile number
Place and date	Visa applicant's signature (parents' signature in the presence of minors)