Employees of foreign domestic helpers are advised to pay attention to the above and remind their domestic helpers accordingly. Should not deduct domestic helpers’ wages for the payment to the agency.

For latest information on regulation of Employment Agencies, please browse www.eaalabour.gov.hk

Online Complaint Form: www.eaalabour.gov.hk

For inquiry or complaint against employment agencies, please contact Employment Agencies Administration of the Labour Department.

Address: Unit 906, 9/F, One Mong Kok Road Commercial Centre, 1 Mong Kok Road, Kowloon

Telephone: 2151367

web: www.eaalabour.gov.hk

Important Notes for Employers When Using the Service of Foreign Domestic Helpers in Hong Kong
A Foreign Domestic Helper (FDH) is a person who is employed to work in a household for wages and is not an employee of the employer. The FDH can perform a variety of tasks, such as housekeeping, cooking, and childcare. However, it is important for the employer to understand their responsibilities and duties to ensure a safe and comfortable living environment.

**Foreign Domestic Helpers SHOULD:**
- Make sure the agency has a valid licence of employment agency issued by the Commissioner for Labour.
- Pay the prescribed commission only AFTER you have received your first month’s wages.
- Request a receipt for any payment made.
- Avoid paying the agency through a third party.
- Keep the original copy of your employment contract.
- Keep your own personal identification documents (e.g. identity card, passport, etc.)

**Maximum penalty for Offence:** Fine of $350,000 and imprisonment for three years

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**According to Part XII of the Employment Ordinance and the Employment Agency Regulations, the MAXIMUM COMMISSION an employment agency may receive from each job seeker is an amount not exceeding 10% of his first month’s wages received after he has been successfully placed.**

It shall be an offence if an employment agency directly or indirectly receives any reward or payment other than the prescribed commission from a job seeker in connection with obtaining employment.