datassist



# Albania

## Payroll & Employment Law Guide

**2026 Edition** · Last updated November 10, 2026

A source-backed operational reference for Albania payroll, employment and



For general information purposes only

Overview

# A reference for employing in Albania

A limited liability company can be registered through the National Business Center and the e-Albania channel. The single application supports commercial, tax, social insurance, health insurance and labour registration. Employer access and employee reporting still need to be tested before first payroll.

| ALL 50,000 | 40h | 11.2% | 16.7% |
|---|---|---|---|
| 2026 MONTHLY MINIMUM WAGE | STANDARD WORKING WEEK | EMPLOYEE SOCIAL AND HEALTH CONTRIBUTIONS | EMPLOYER SOCIAL AND HEALTH CONTRIBUTIONS |

## WHAT THIS GUIDE COVERS


| | | |
|---|---|---|
| I | **Setting Up and Doing Business** | A limited liability company can be registered through the National Business Center and the e-Albania channel. |
| II | **Working Conditions and Leave Entitlements** | The standard working week is 40 hours. |
| III | **Tax and Social Security** | The 2026 monthly minimum wage is ALL 50,000. |
| IV | **Payroll Operations** | Payroll tax, social insurance and health insurance are declared and paid electronically by the 20th day of the following month. |
| V | **Hiring and Termination** | Employment contracts should be written and state the role, pay, place and working time. |
| VI | **Compensation and Benefits** | Base pay must not fall below ALL 50,000 a month for full-time work from January 1, 2026. |
| VII | **Visas and Work Permits** | A third-country national generally uses the unique permit route through e-Albania. |
| VIII | **Practical Notes and Compliance Risks** | The main risks are late employee declarations, applying the social contribution ceiling to health contributions and flattening progressive income tax into one percentage. |
| IX | **Incentives and Employer Support Schemes** | Employment and vocational programmes are administered through the National Agency for Employment and Skills. |

I

# Setting Up and Doing Business

A limited liability company can be registered through the National Business Center and the e-Albania channel. The single application supports commercial, tax, social insurance, health insurance and labour registration. Employer access and employee reporting still need to be tested before first payroll.

| STEP | GENERAL RULE | CONTROL |
|---|---|---|
| **Entity** | LLC or branch | Legal employer |
| **Registration** | National Business Center | Registration extract |
| **Online channel** | e-Albania | Authorised user |
| **Payroll setup** | Tax and insurance access | Test filing |

> Verify before payroll
> Operational note: Keep the source document and the payroll evidence under the same employee and period key.

## II · WORKING CONDITIONS AND LEAVE ENTITLEMENTS

The standard working week is 40 hours. Employees receive at least 22 working days of paid annual leave. Evening work attracts at least a 20% premium and night work at least 50%. Weekly-rest and public-holiday work require premium pay or compensatory treatment under the Labour Code.

| TOPIC | 2026 BASELINE | EVIDENCE |
|---|---|---|
| **Working week** | 40 hours | Time record |
| **Annual leave** | At least 22 working days | Leave ledger |
| **Evening** | +20% minimum | Hour band |
| **Night** | +50% minimum | Hour band |

> Verify before payroll
> Operational note: Keep the source document and the payroll evidence under the same employee and period key.

III

# Tax and Social Security

The 2026 monthly minimum wage is ALL 50,000. Employment income uses progressive tax bands and deductions, with 13% applying within the middle band and 23% above ALL 200,000. Employees contribute 9.5% social insurance and 1.7% health insurance. Employers contribute 15% social insurance and 1.7% health insurance. The 2026 maximum social contribution base is ALL 186,416, while employee health contributions use actual gross salary without that cap.

| ITEM | EMPLOYEE | EMPLOYER |
|---|---|---|
| **Income tax** | 0% / 13% / 23% structure | Withholding agent |
| **Social insurance** | 9.5% | 15% |
| **Health insurance** | 1.7% | 1.7% |
| **Social base ceiling** | ALL 186,416 | ALL 186,416 |

> Verify before payroll
> Operational note: Keep the source document and the payroll evidence under the same employee and period key.

## IV · PAYROLL OPERATIONS

Payroll tax, social insurance and health insurance are declared and paid electronically by the 20th day of the following month. A new employee is declared at least 24 hours before work begins, and a leaver is reported within 10 days. The accepted declarations, bank evidence and payslip should reconcile.

| PROCESS | DEADLINE | EVIDENCE |
|---|---|---|
| **New hire** | At least 24 hours before start | Accepted declaration |
| **Monthly payroll** | By day 20 of next month | Tax and insurance return |
| **Leaver** | Within 10 days | Exit declaration |
| **Payslip** | Each pay period | Gross, deductions and net |

> Verify before payroll
> Operational note: Keep the source document and the payroll evidence under the same employee and period key.

V

# Hiring and Termination

Employment contracts should be written and state the role, pay, place and working time. Probation is generally up to 3 months, with 5 days' notice during probation. After probation, notice generally increases with service from 1 to 3 months. Employer termination requires a lawful reason and a documented hearing and notice process where applicable.

| SERVICE POINT | GENERAL NOTICE | CONTROL |
|---|---|---|
| **Probation** | Up to 3 months | Written clause |
| **During probation** | 5 days | Written notice |
| **After probation** | Generally 1 to 3 months | Service calculation |
| **Final pay** | Earned pay and unused leave | Exit reconciliation |

> Verify before payroll
> Operational note: Confirm the live programme, contract or worker-specific condition before payroll recognition.

## VI · COMPENSATION AND BENEFITS

Base pay must not fall below ALL 50,000 a month for full-time work from January 1, 2026. Overtime, evening, night, weekly-rest and holiday hours should remain distinct in the payroll input. There is no general statutory 13th salary obligation, but contracts and collective arrangements may provide bonuses.

| ELEMENT | GENERAL APPROACH | CONTROL |
|---|---|---|
| **Base pay** | At least ALL 50,000 | Full-time equivalent |
| **Premium hours** | Separate statutory bands | Approved time |
| **13th salary** | No general statutory duty | Contract check |
| **Benefits** | Cash or in kind | Tax review |

> Verify before payroll
> Operational note: Confirm the live programme, contract or worker-specific condition before payroll recognition.

VII

# Visas and Work Permits

A third-country national generally uses the unique permit route through e-Albania. Where labour-market approval is required, the National Agency for Employment and Skills target is 10 working days. The wider residence and unique-permit process may take 4 to 12 weeks, so work should not begin on the basis of an application receipt alone.

| STEP | GENERAL RULE | CONTROL |
|---|---|---|
| **Application** | e-Albania unique permit | Correct category |
| **Employment approval** | 10 working-day target where required | Agency decision |
| **Overall review** | 4 to 12 weeks | Renewal calendar |
| **Start** | After valid permission | No premature work |

> Verify before payroll
> Operational note: Keep the source document and the payroll evidence under the same employee and period key.

## VIII · PRACTICAL NOTES AND COMPLIANCE RISKS

The main risks are late employee declarations, applying the social contribution ceiling to health contributions and flattening progressive income tax into one percentage. The monthly close should reconcile the employee register, time bands, contribution bases, tax return and bank payment.

| RISK | WHY IT MATTERS | EVIDENCE |
|---|---|---|
| **Hire timing** | 24-hour rule | Timestamped declaration |
| **Contribution base** | Health has no social ceiling | Calculation report |
| **Income tax** | Progressive structure | Gross-to-net audit |
| **Permit** | Category and validity | Unique permit |

> Verify before payroll
> Operational note: Keep the source document and the payroll evidence under the same employee and period key.

IX

# Incentives and Employer Support Schemes

Employment and vocational programmes are administered through the National Agency for Employment and Skills. Support may cover training, internships or subsidised employment under a live call. It is not a universal payroll credit. Confirm the current call, participant eligibility, approval, retention period and payment evidence before recognition.

| PROGRAMME | POSSIBLE SUPPORT | GATE |
|---|---|---|
| **Training** | Call-specific | Approved plan |
| **Internship** | Eligible participant | Agreement and attendance |
| **Subsidised employment** | Call-specific | Pre-approval |
| **Payroll treatment** | Not automatic | Payment evidence |

> Verify before payroll
> Operational note: Confirm the live programme, contract or worker-specific condition before payroll recognition.

datassist





EOR & PAYROLL, HANDLED

# Manage Albania payroll & employment from one center with Datassist.

Tax, contribution, employment and mobility controls must operate on one calendar. Datassist helps international employers coordinate Albania payroll and employment operations from one center.

Schedule a Meeting →

| ALL 50,000 | 40h | 2026 |
|---|---|---|
| 2026 MONTHLY MINIMUM WAGE | STANDARD WORKING WEEK | CURRENT LEGISLATION BASE |

This document is prepared for general information purposes only. Seek qualified local advice before making legal, tax, payroll or employment decisions. Datassist assumes no liability for the accuracy or continued currency of the information in this document.