



## Legal Alert

### Requirement to submit the Form for Employment and Work Conditions

Based on the Labor Protection Act B.E. 2541 (A.D. 1998) and as amended (“**LPA**”), employers having 10 employees and more are required to submit a form for Employment and Work Conditions to the Director General of the Office of Labour Protection and Welfare (“**Labor Office**”) within **January** of each year. In case of changes, the employer is also obligated to notify such updates to the Labor Office within the following month of such changes.

Failure to comply with such requirements, is subject to a penalty of no more than **20,000 Baht**.

Experience the future of law,  
today.

## Deloitte's Observations

Many employers have failed to observe this requirement under the LPA and delayed to comply with the LPA until a notice have been served by the Labor Office, and in many cases, it has led to a further inspection of the workplace by the Labor Office once the Labor Office noted the non-compliance to the LPA of such employer, in addition to being imposed with a penalty under the LPA.

Hence, it is recommended that employers comply with the LPA and submits the form for Employment and Work Conditions to the Labor Office on an annual basis (i.e., within January of each year) before a notice is served.

For more information on how Deloitte can help you, please contact:

**Sutthika Ruchupan**  
**Legal Director**

Tel: + 66 (0) 2034 0000 Ext 11473

Email: [sruchupan@deloitte.com](mailto:sruchupan@deloitte.com)

**Vipawa Sinhaseni**  
**Legal Manager**

Tel: 66 (0) 2034 0000 Ext 11916

Email: [vsinhaseni@deloitte.com](mailto:vsinhaseni@deloitte.com)

### About Deloitte Legal

Deloitte Legal means the legal practices of DTTL member firms, their affiliates or their related entities that provide legal services. The exact nature of these relationships and provision of legal services differs by jurisdiction, to allow compliance with local laws and professional regulations. Each Deloitte Legal practice is legally separate and independent, and cannot obligate any other Deloitte Legal practice. Each Deloitte Legal practice is liable only for its own acts and omissions, and not those of other Deloitte Legal practices. For legal, regulatory and other reasons, not all member firms, their affiliates or their related entities provide legal services or are associated with Deloitte Legal practices.

Deloitte refers to one or more of Deloitte Touche Tohmatsu Limited ("DTTL"), its global network of member firms, and their related entities (collectively, the "Deloitte organization"). DTTL (also referred to as "Deloitte Global") and each of its member firms and related entities are legally separate and independent entities, which cannot obligate or bind each other in respect of third parties. DTTL and each DTTL member firm and related entity is liable only for its own acts and omissions, and not those of each other. DTTL does not provide services to clients. Please see [www.deloitte.com/about](http://www.deloitte.com/about) to learn more

Deloitte Asia Pacific Limited is a company limited by guarantee and a member firm of DTTL. Members of Deloitte Asia Pacific Limited and their related entities, each of which are separate and independent legal entities, provide services from more than 100 cities across the region, including Auckland, Bangkok, Beijing, Hanoi, Hong Kong, Jakarta, Kuala Lumpur, Manila, Melbourne, Osaka, Seoul, Shanghai, Singapore, Sydney, Taipei and Tokyo.

### About Deloitte Thailand

In Thailand, services are provided by Deloitte Touche Tohmatsu Jaiyos Co., Ltd. and its subsidiaries and affiliates.

This communication contains general information only, and none of Deloitte Touche Tohmatsu Limited ("DTTL"), its global network of member firms or their related entities (collectively, the "Deloitte organization") is, by means of this communication, rendering professional advice or services. Before making any decision or taking any action that may affect your finances or your business, you should consult a qualified professional adviser. No representations, warranties or undertakings (express or implied) are given as to the accuracy or completeness of the information in this communication, and none of DTTL, its member firms, related entities, employees or agents shall be liable or responsible for any loss or damage whatsoever arising directly or indirectly in connection with any person relying on this communication. DTTL and each of its member firms, and their related entities, are legally separate and independent entities.