

Colombia

Worker Classifications

There are two subcategories of workers in Colombia - Ordinario and Integral

Fixed Term Contracts

Fixed term contracts are allowed, for a maximum of 12 months. A total of two extensions may be granted in the twelve month period.

Probationary Periods

Probationary periods are permitted for a maximum of two months. During this trial period, either party may terminate the employment contract without notice. If the employer is ending the employment relationship, they must provide the worker with the reasons why the worker does not have the required skills to perform the job duties.

Holidays

There are 19 paid public holidays in Colombia.

Vacation

Workers are entitled to 15 days of annual leave. Annual leave can be used in two vacation periods, and is paid out at termination.

Working Hours

A standard workweek is 8 hours per day, not to exceed 42 hours per week. There is a maximum on daily hours worked of 10.

Overtime

Overtime pay is 25% of the worker's regular hourly rate. There is a 35% premium for work performed at night (9pm-6am).

Mandatory Bonuses

There are 13th and 14th month bonuses required for workers in the Salario Ordinario category. The 13th month is paid 50% in June, 50% in December. The 14th month is paid 100% in February

Termination

15 days notice is required for terminations due to poor performance. Severance obligations depend on the worker's compensation amount and length of service.

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Mandatory Employer Costs

Pension Fund, Health Fund, ICBF Contribution, Sena Contribution, ARL Contribution and Compensation Fund Contribution