

Glossary

AFP

The Pension Fund Administrators (AFP) are corporations whose goal is to manage pension funds. They are financed through the collection of fees to its affiliates and may increase these savings through investments.

Join an AFP is mandatory for all dependent workers. In this case, your employer must make payment of contributions, which are deducted from the gross salary of the worker.

Independent workers can join voluntarily. If you are independent, you must fill out a form available on your payment and cancel boxed AFP. You can also fill a spreadsheet on the website www.previred.cl and make payment online.

apostil

It is a unique certification that simplifies the current chain of legalization of foreign public documents, changing the way of proving its authenticity by a single procedure.

Documents issued in Chile for use in a member country of the Apostille Convention which have been certified by an Apostille must be recognized in any other Convention country without other certification. It also documents Apostilled entering Chile (from the countries of the Convention) shall be recognized without requiring additional certification.

For information and types of documents that can be apostillar, member countries of the Convention, etc., check the website <http://apostilla.gob.cl/>

Registered letter

Distribution of national correspondence with personalized delivery to the addressee.

Criminal record

Allows officially released if a person has a criminal record or is free of them, and is issued on the basis of information the general register of convictions. Is issued by the Civil Registry and Identification.

Sorter Correos Chile

A classifier is a private receptacle into a branch of Correos Chile. It allows for a unique and private postal address for correspondence.

Work contract

The employment contract is an agreement between a worker who undertakes to provide services under the subordination and dependence on an employer in exchange for remuneration. It can exist only if both parties agree on the obligations and rights that give rise to employment.

mandatory social security contributions

Contributions are borne by the employee and deducted from their remuneration, unless payment of the insurance premium and Disability, which is paid by the employer. Mandatory contributions of workers are composed as follows:

-Pension:

- worker's individual account in the AFP: 10% • Management Fee: Varies according to AFP.

-Health:

- ISAPRE or FONASA: 7% Sure Severance:
- Permanent contract 0.6%
- fixed-term contract: 0% (unlisted).

Mandatory contributions under the employer are as follows:

Sure Disability and Survivorship.

Sure Severance.

Sure of occupational accidents and occupational diseases (Mutual).

Department of Foreign Affairs and Migration

Body under the Secretariat of the Interior Ministry of the Interior and Public Security. Its mission is to ensure compliance with immigration laws in force in the country concerning the entry, exit, permanent or temporary residence of foreign nationals who remain in the country.

Work address

It is a public agency whose mission is to ensure compliance with labor, social security and health and safety at work legislation. Promotes the exercise of freedom of association, strengthening systems for prevention and conflict resolution, in order to promote fairer relations between workers and employers. The Labor Department carries out its functions through inspections across the country, communal, provincial and regional levels.

political-administrative division of Chile

To facilitate the political and administrative order, the Chilean territory is organized and divided into smaller units, called Regions, Provinces and Communes. Regions are the largest unit. Each region contains several provinces. In addition, each province contains several Communes. At present there are 15 regions, 54 provinces and 346 communes.

Settlement

The settlement is the legal way by which a worker and his employer put an end to the employment relationship in the event of resignation or dismissal. This document should be clearly identified grounds for dismissal and agreements to which both parties agree, with regard to deadlines, compensation and the amount the employer must pay the employee.

FONASA

The National Health Fund, FONASA, is the public body responsible for granting coverage health care both people paying 7% of their monthly income on FONASA, as those who, for lack of own resources, funds the State through a direct tax contribution.

Provincial governor

In each province there is a governor. It is headed by a governor, who is appointed and removed freely by the President of the Republic. Exercise is for the governor, according to the instructions of the mayor, the supervision of public services in the province.

imputed

Said a person against whom criminal proceedings is directed.

Labor inspection

Offices receive complaints of labor disputes at the community, provincial and regional levels. They rely on the Department of Labor.

quartermaster

The internal government of each region resides in the Intendant, who is the representative of the President of the Republic in the territory of their jurisdiction. He shall be appointed by this and will remain in office as long as they have confidence.

ISAPRE

Security Health Institutions (ISAPRES) are private companies providing services in financing health benefits and paid sick leave. To do this, pick up quotes for health and ensure through their health plans to members who have chosen them. They serve approximately 18% of the population.

Ministry of Social Development

It is the state body that designs and implements policies, plans and programs for social development, especially those aimed at eradicating poverty and providing social protection to vulnerable individuals or groups.

Ministry of Education

It is the state body responsible for promoting the development of education at all levels, through a humanistic, democratic, excellence and world at all levels of education education. This institution is the call to protect the rights of all students, both public and private establishments.

Ministry of Interior and Public Security

It is the state body responsible for the rules on internal policies and actions aimed at maintaining public order, security and social peace.

Municipality

The local administration of each commune or group of communes established by law resides in a municipality. They are autonomous public corporations, designed to meet the needs of the local community and ensure their participation in the economic, social and cultural progress. They consist of the mayor, who is the highest authority, and the council.

Notary, notary

A notary is a lawyer whose function is to provide public nature to private documents, authorizing them with his signature. It is designated for this task by the President of the Republic.

Provincial Immigration Office

dependent provincial government office that performs or manages immigration procedures in the province.

Migrant Care Plan

Initiative of the Ministry of Interior and Public Safety, which supports the care of migrants in fifteen governorates targeted: Arica, Iquique, Antofagasta, El Loa, Copiapó, Elqui, Valparaiso, San

Antonio, Chacabuco, Melipilla, Maipo, Cachapoal, Curicó, Concepción, Magallanes. More information on the website www.planmigrantes.gov.cl

Permanent Residency

Definite Permanence is the permission granted to foreigners to reside indefinitely in Chile and develop any lawful activity in the country.

RUN-RUT

The only role Nacional (RUN) is the only and unique identification number that has all Chilean, resident or not in Chile, and also all foreigners staying in the country temporarily or permanently. The awarding body RUN is the Civil Registry and Identification. RUN is granted to those born in Chile at the time of birth registration. RUN is also the Unique Tax (RUT) of natural persons.

Social household registration

Social Household Register (RSH) is an information system that supports the nomination and selection of beneficiaries of state institutions that provide social benefits. Based on the information provided by a person of the household over 18 years, and the administrative data held by the State, home located on a stretch of Socio-Economic Classification, which allows apply and access social benefits. It is managed by the Ministry of Social Development.

Minimum wage

No. 20,935 Law, published in the Official Gazette on June 30, 2016, provides in Article 1 ° the values of the minimum monthly wage, which, starting from January 1, 2017, has been set at \$ 264,000 for workers between 18 and 65 years old.

Superintendent of Education

Its purpose is to control that holders officially recognized by the state educational establishments comply with the laws, regulations and instructions issued by the Superintendency. Monitors the use of resources of the establishments that receive state funding. Also, its work is to promote, inform and educate all members of the educational community and the general public, on educational standards and the protection of rights.

Holder / Dependents

The visa holder is who directly received a residence permit. He or dependents who are beneficiaries of a visa holder under the bond they have with this look. It applies to spouses, sons and daughters, among others.

Visa

A visa or visa is conditional authorization granted by one country to a foreign citizen to enter and remain temporarily in that country, or to abandon it. It is a document that is placed attached to passports, to indicate it has been examined and considered valid for those entering or leaving a country.