



**NOBOA, PEÑA & TORRES**  
ABOGADOS ECUADOR

**FLASH LEGAL # 001130**

## **“MINISTERIAL AGREEMENT MDT-2025-053 THAT AMENDS MINISTERIAL AGREEMENT No. MDT-2023-140, THROUGH WHICH GENERAL RULES APPLICABLE TO THE CONTROL OF EMPLOYER OBLIGATIONS AND INSPECTION PROCEDURES WERE ISSUED”**

Dear Clients and Friends:

We inform you that in the Fourth Supplement of the Official Registry No. 39, dated May 15, 2025, the "Ministerial Agreement No. MDT-2025-053, which amends Ministerial Agreement No. MDT-2023-140, through which general rules applicable to the control of employer obligations and inspection procedures were issued" was published by the Ministry of Labor. The relevant parts of this agreement establish the following:

The Ministry of Labor will implement a code called HASH, which will be applied to scanned and/or uploaded documents in the different options available within the Ministry of Labor's system. This code will serve to validate a document and will preserve the digital fingerprint of the registered, reported, and approved document.

The obligation to preserve physical and digital documents lies solely and exclusively with the employer. The labor authority will not retain the documents registered by employers in the Ministry of Labor's system. Furthermore, the employer is required to provide the employee with a certified copy or the original of the documents related to the employment relationship.

The responsibility for the custody of employment relationship documents will rest exclusively with the employer. The form generated from the registration process, containing the HASH code, must be printed and signed by both parties.

The deadlines for document registration are as follows: employment contracts must be registered within one (1) month, and termination agreements must be registered within fifteen (15) days following the termination of the employment relationship to obtain the

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HASH code. For the payment of consignments, the deadline is fifteen (15) days from the expiration of the aforementioned period.

The Internal Work Regulations, approved by the labor authority, must be downloaded by the employer within an unextendable period of fifteen (15) days, after which the system will delete them.

If the employer fails to download the employment relationship documents or the approved regulations in a timely manner, they will be required to initiate a new process without prejudice to applicable sanctions.

### Transitional Provisions:

- Within a period of two (2) months, the Ministry of Labor must update its system to implement the provisions outlined in the Agreement. Additionally, within one (1) month, it must issue a User Manual for the HASH Code.
- Employers will have a period of twelve (12) months to download all information registered in the SUT system in PDF format for safekeeping. After this period, the Ministry of Labor's system will delete the documentation.

We hope this information, which does not constitute legal advice due to its general nature, proves useful to you. Should you have any specific inquiries, we would be happy to assist you.

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