



Online version

Register the business with the CNSS and declare its workers

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Freshness	Up to date

Every employer must register with the National Social Security Fund (CNSS), which assigns a contributor number, then register each new worker within eight days of first hiring. The employer then declares wages every quarter and pays contributions by the legal deadlines.

Steps 4	Total indicative delay Not published 3 steps without a published delay	Total indicative cost Proportional or variable fees
Responsible institution National Social Security Fund (CNSS)		Last validation 22 September 2026

Steps

1 Fill in the employer affiliation form

Download and fill in the general scheme employer affiliation form. It asks for the company's identity, location, RCCM and NIF numbers, SEEG account number, bank details, number of workers and a staff census sheet.

Institution	National Social Security Fund (CNSS)
Channel	Online or at the counter
Delay	Not published
Documents	CNSS employer affiliation form, Identity document, Single registration form (FUE), Bank account details (RIB)
Fees	Not published
Link	https://cnss.ga/affiliation-employeur/

2 File the application and obtain the contributor number

File the signed and stamped form with the documents listed at the bottom of its first page. An incomplete file is rejected; the CNSS assigns an affiliation number once the file is compliant.

Institution	National Social Security Fund (CNSS)
Channel	At the counter
Location	CNSS head office, 2070 avenue Georges Damas Aleka, Batavéa, Libreville
Delay	Not published
Fees	Not published
Link	https://cnss.ga/affiliation-employeur/

3 Register each worker

On first hiring, declare each worker to the CNSS within eight days using the worker registration form and the documents listed on it. A worker who already has a number is reported with a hiring certificate.

Institution	National Social Security Fund (CNSS)
Channel	Online or at the counter
Delay	Within 8 days of hiring (legal deadline for the employer) (official)
Documents	CNSS worker registration form
Fees	Not published
Link	https://cnss.ga/immatriculation-du-travailleur/

4 Declare wages every quarter

File the quarterly wage declaration (DTS) with the employer declaration notice, then pay the contributions. The employer CNSS share reported by PwC is 16% (family benefits 8%, pensions 5%, work injury 3%), on wages capped at XAF 1.5 million per month.

Institution	National Social Security Fund (CNSS)
Channel	Online or at the counter
Delay	Not published
Documents	CNSS employer declaration notice
Fees	Employer CNSS contributions (16% of capped wages, PwC source): 16% (official) Employee CNSS contribution (2.5%, PwC source): 2.5% (official)
Link	https://cnss.ga/entreprise/

Documents to prepare

☐	CNSS employer affiliation form Issued by National Social Security Fund (CNSS)	Step 1
☐	Identity document	Step 1

☐	Single registration form (FUE) Issued by National Investment Promotion Agency of Gabon (ANPI-Gabon)	Step 1
☐	Bank account details (RIB)	Step 1
☐	CNSS worker registration form Issued by National Social Security Fund (CNSS)	Step 3
☐	CNSS employer declaration notice Issued by National Social Security Fund (CNSS)	Step 4

Fees

Step	Fee	Amount	Basis	Status
1	Not published	Not published	Variable	
2	Not published	Not published	Variable	
3	Not published	Not published	Variable	
4	Employer CNSS contributions (16% of capped wages, PwC source)	16%	Percentage	Official
4	Employee CNSS contribution (2.5%, PwC source)	2.5%	Percentage	Official

Sources

Affiliation employeur, Caisse nationale de sécurité sociale (CNSS)

<https://cnss.ga/affiliation-employeur/>, retrieved on 21 September 2026

Demande d'affiliation employeur (régime général, administrations, collectivités locales), Caisse nationale de sécurité sociale (CNSS)

<https://cnss.ga/wp-content/uploads/2025/01/FICHE-DIMMATRICULATION-EMPLOYEUR-Regime-general-administrations-1.pdf>, retrieved on 21 September 2026

Immatriculation du travailleur, Caisse nationale de sécurité sociale (CNSS)

<https://cnss.ga/immatriculation-du-travailleur/>, retrieved on 21 September 2026

Espace entreprise : formulaires et déclarations, Caisse nationale de sécurité sociale (CNSS)

<https://cnss.ga/entreprise/>, retrieved on 21 September 2026

Gabon, corporate, other taxes (last reviewed 6 August 2026), PwC Worldwide Tax Summaries

<https://taxsummaries.pwc.com/gabon/corporate/other-taxes>, retrieved on 21 September 2026

Gabon, individual, other taxes (last reviewed 6 August 2026), PwC Worldwide Tax Summaries

<https://taxsummaries.pwc.com/gabon/individual/other-taxes>, retrieved on 21 September 2026