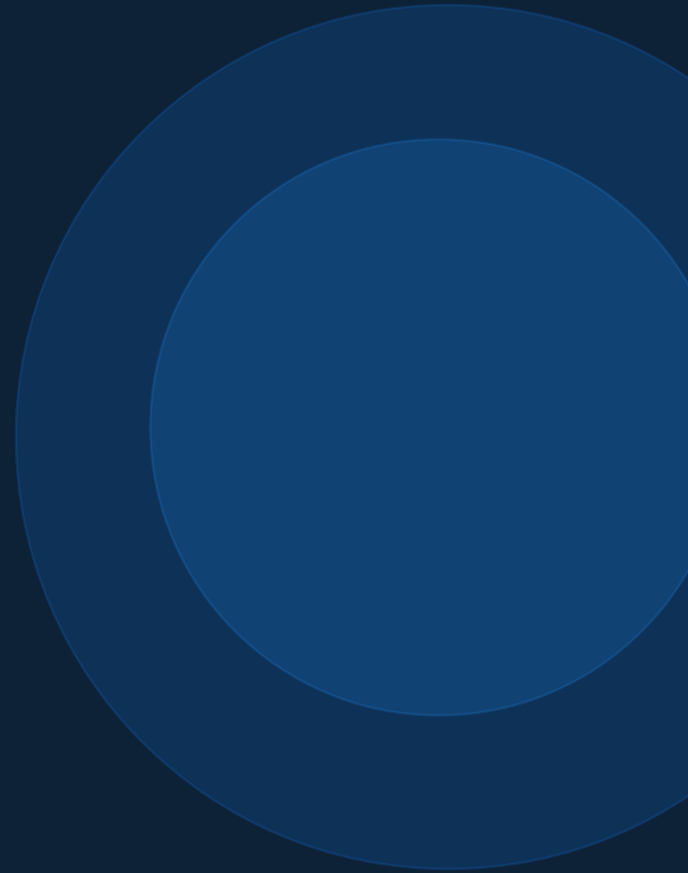


Main Steps for Establishing a Company

Market Study and State Support Schemes

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Overview: The Seven Steps for Establishing a Company

1. Company name availability

2. Title deed or lease contract

3. Drafting the articles of association

4. Registration with the Commercial Register (CNRC)

5. Obtaining the tax identification card (NIF)

6. Obtaining the statistical identification number (NIS)

7. Opening a bank account

Step One: Company Name Availability



01

Obtain a certificate from the National Centre of the Commercial Register

Fill in a form with four possible names for the company

Pay 490 Algerian dinars for the search fee and fiscal stamp

Steps Two and Three

Title Deed / Lease Contract

- ◆ Contact a notary and a bailiff
- ◆ Sign the contract in the company's name, not as an individual
- ◆ Birth certificates of the partners
- ◆ Certified copies of identity cards
- ◆ Register the contract with the relevant administration

Drafting the Articles of Association

- ◆ Establish the legal form before a notary
- ◆ Birth certificates of the partners
- ◆ Lease contract for the company headquarters
- ◆ Commitment from an auditor
- ◆ Proof of capital deposit

Step Four: Registration with the CNRC

National Centre of the Commercial Register

1. Signed application by the project owner
2. Title deed for the premises or notarized lease contract in the company's name
3. Two copies of the company's legal form
4. Two copies of notices in the Official Bulletin of Legal Announcements (BOAL) and a national daily newspaper
5. Birth certificate extract and criminal record certificate for the managers
6. Receipt for payment of Commercial Register fees
7. Receipt for fiscal stamp duty payment (4,000 DZD) to the tax authority

Steps Five, Six and Seven

Tax Identification Card (NIF)

- Identification number for all administrative procedures
- Registration for value-added tax (VAT)
- Certified copy of the Commercial Register
- Form from the Tax Inspectorate

Statistical Identification Number (NIS)

- Used to identify the company before public administrations
- Apply to the National Statistics Office
- Copy of the tax card and a copy of the Commercial Register

Opening a Bank Account

- Mandatory for every company
- Commercial Register and tax registration
- Company legal forms
- Notice in the Official Bulletin of Legal Announcements

Market Study

An essential stage in establishing your company

The Sector and Its Regulations

What regulations apply? What is the market situation and outlook? What are the latest innovations?

Demand Study

Characteristics of potential customers, the target segment, habits and preferences

Supply Study

Main direct and indirect competitors, their capital, and their sales policy

Business Model and Business Plan

Freemium Model

A basic service is offered free of charge to one customer segment, while another segment pays for premium services.

Examples: LinkedIn, Spotify, Skype

Free Model

Products or services are offered free of charge and financed through targeted advertising.

Example: Google uses algorithms to display ads based on searches.

Business plan: a written document presenting the actions the company will take, the resources used, and the timeline for achieving its goals. It is used to raise investor funding and support bank loan applications.

Key Factors for Company Success

01

A Strong Business Leader

Clear vision and entrepreneurial initiative to define the company culture and market position

02

Effective Employees

Skilled HR management: training, internal communication, motivation, and labor law

03

Effective Communication

Attract customers through online presence, direct marketing, and press relations

04

The Right Market

Choose a growing market and avoid saturated or declining markets

05

Professional Network

A contact network is the first source of customers, partnerships, and sound advice

National Agency for Entrepreneurship Support and Development (ANADE)

A public body with special status under the authority of the minister delegate in charge of micro-enterprises

Eligibility Requirements

- ✓ Age between 19 and 40 years
- ✓ Professional qualifications suited to the project
- ✓ Personal contribution according to financing formulas
- ✓ No previous benefit from other public aid schemes

Support Stages

- Project idea ← Online registration
- Reception and guidance ← Project preparation
- Entrepreneur training ← Approval
- Bank approval ← Legal establishment
- Project financing ← Launch and follow-up

ANADE – Financial Aid and Tax Incentives

Financial aid and repayment: interest-free loan | 18-month grace period | 5 years to repay the bank loan | then 5 years for the non-remunerated loan

Implementation Phase

- Reduced customs duties on imported equipment
- VAT exemption on equipment
- Exemption from property transfer duties on real-estate acquisitions
- Exemption from registration fees on incorporation acts

Operating Phase

- Exemption from property tax for 3, 6, or 10 years
- Full exemption from the single flat-rate tax
- Two-year extension when hiring at least three employees
- Exemption from guarantee deposit for craft activities

National Microcredit Management Agency (ANGEM)

Microcredit emerged in the 1970s through the initiative of Professor Muhammad Yunus of Bangladesh, founder of the “Bank for the Poor” and Nobel Prize winner in 2006. In Algeria, it appeared in 1999 and the agency was officially created in 2004.

Eligibility Requirements

- ✓ Age 18 or above
- ✓ Irregular or no income
- ✓ Proof of residence
- ✓ Suitable professional skill
- ✓ No benefit from other assistance
- ✓ Commitment to repay the loan

Financing Formulas

Formula 1: interest-free advance to buy raw materials up to 100,000 DZD

Formula 2: interest-free microcredit up to 1,000,000 DZD

Repayment period up to 8 years with a 3-year grace period

Personal contribution of only 1%

ANGEM – Tax Incentives

Full exemption from personal income tax and corporate profit tax for 3 years

Exemption from property tax on buildings used for the activity for 3 years

Exemption from transfer duties on real-estate acquisitions for industrial activities

Exemption from all registration fees on company incorporation acts

70% reduction in the first taxable year

50% reduction in the second taxable year

25% reduction in the third taxable year

Customs duties on imported equipment set at 5%

National Agency for Investment Development (ANDI)

Main Missions

- ▶ Receive, guide, and support investors
- ▶ Inform investors through the website and promotional materials
- ▶ Grant benefits fairly and within short deadlines
- ▶ Ensure coordination with customs, tax authorities, and others
- ▶ Contribute to implementing development policies

Benefit Levels

Level 1
Common benefits for all eligible investments

Level 2
Additional benefits for specific or important activities

Level 3
Exceptional benefits for investments of special importance to the national economy

National Unemployment Insurance Fund (CNAC)

A public social security institution created in 1994 under the authority of the Ministry of Labor and Employment

Unemployment Insurance

Covers involuntary unemployment for economic reasons. Support period: 12 to 36 months depending on contribution years. Compensation decreases from 100% to 50%.

Business Creation Support Scheme

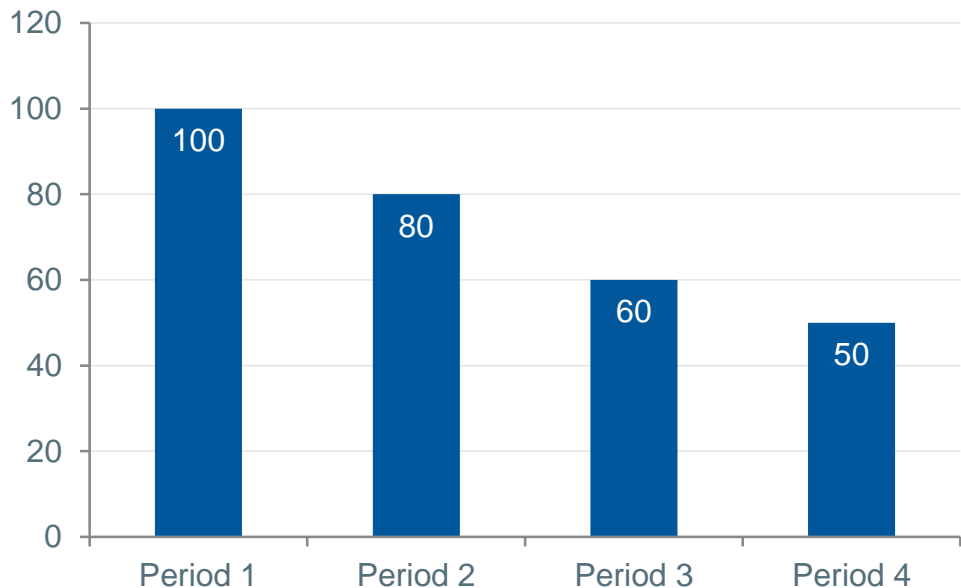
For unemployed project holders aged 30 to 55. Triangular or self-financing up to 10 million DZD. Non-remunerated loan + 100% reduction of bank interest.

Employment Promotion Support

Employer contribution reduced by 20–36% upon hiring. Monthly subsidy of 1,000 DZD for each new permanent employee. Exemption from social security contributions during training.

CNAC – Unemployment Insurance System (Details)

Unemployment Compensation Rate (Decreasing)



Benefit Conditions

- Social security membership for at least 3 years
- Permanent employment contract before dismissal
- Support period: between 12 and 36 months
- Benefit from all social security services
- Access to early retirement when conditions are met

Eligible investment types: creating a new activity | expanding production capacity | rehabilitation

National Fund for Supporting Micro-Enterprises and Startups

+5000

startups in Algeria

+1100

received the Startup label

60

active business incubators (2023)

58 billion

DZD raised by the fund

Each startup project receives investment between 5 million and 150 million DZD

Business Incubator and Entrepreneurship House

Business Incubator

A support structure for early-stage business creation projects, offering:

- ⬡ Project accommodation support
- ⬡ Advice and consultancy
- ⬡ Early-stage financing
- ⬡ Six project-guide axes under Ministerial Decision 1275
- ⬡ Monitoring and evaluation of innovative projects

Entrepreneurship House

A tool for promoting entrepreneurial values and preparing students to realize their ideas:

- ⬡ Spread the culture of entrepreneurship
- ⬡ Train students in entrepreneurship
- ⬡ Pre-support for project holders
- ⬡ 75 houses in university centers nationwide
- ⬡ Information days, seminars, and competitions

National Agency for the Self-Entrepreneur (ANAE)

Aims to regulate new economic activities, promote initiative, and facilitate youth self-employment

Self-Entrepreneur Card Requirements

- ✓ Reaching the legal working age
- ✓ Algerian nationality or legal residence
- ✓ Practicing an activity included in the eligible list

The Seven Fields of Activity

1. Personal services and daily assistance
2. Digital services and digital transformation activities
3. Consulting and training services
4. Professional services for companies
5. Leisure and entertainment services
6. Home-based professional services
7. Cultural and audiovisual services

Registration is completed through a digital platform that issues the self-entrepreneur card

Conclusion

- 1 Seven essential administrative steps to establish any company in Algeria
- 2 Market study is necessary to understand the sector, demand, and competitors
- 3 Business model and business plan are tools for profitability and financing
- 4 Five success factors: leadership, skills, communication, market, and network
- 5 Government support schemes: ANADE, ANGEM, ANDI, CNAC, and ANAE

Thank you for your attention