EMPLOYMENT CONTRACT

1. APPOINTMENT

Employer employs Employee in the capacity of [INSERT TITLE] which duties shall include said duties as set out in Schedule A and any other such duties as may be required by Employer from time to time upon the following terms and conditions.

2. DURATION OF CONTRACT

This Contract shall commence on [INSERT DATE] and shall continue in force and effect for

3. PROBATIONARY PERIOD

The Employment of the Employee shall be subject to a probationary period of three months, excluding periods of authorized absence and/or sickness, during which either party may terminate this Contract with immediate effect...

4. COMPENSATION

4.1 In consideration for Employee’s service, Employer shall pay Employee a Total Salary in the amount of [INSERT AMOUNT] all inclusive, paid monthly.
5. WORKING DAYS/HOURS

6. HOLIDAYS/LEAVE

6.2 Unused annual leave shall not be converted into cash compensation nor carried forward to the following year...

7. RESPONSIBILITIES/CONFIRMATION

7.1 Employee will devote the whole of his/her time and attention to employment with Employer and the furtherance of its interest...

7.2 Employee will not accept any gift, payment of any kind or any other benefits...

8. CONFIDENTIALITY

8.1 Employee undertakes that during his/her employment with Employer and/or after termination, Employee shall not disclose any confidential information, which Employee may come across through the performance of his/her duties with Employer...

9. NON-COMPETITION

9-1 Employee undertakes that during his/her employment with Employer and/or after termination, Employee shall not disclose any confidential information, which Employee may come across through the performance of his/her duties with Employer...

10. NON-MANIPULATION
9.1 Employee undertakes that he/she will not, without the prior written consent of Employer, at any time during his/her employment with Employer and for a period of***

10. TERMINATION/DISMISSAL

10.3 Upon termination of this Contract, Employee will at once deliver to Employer all documents, samples, brochures, data, effects, money or other property belonging to Employer which are in Employee’s possession, charge, control or custody.

11. END OF SERVICE GRATUITY

12. ENTIRE CONTRACT

13. SEVERABILITY

14. OTHER BENEFITS

15. GOVERNING LAWS/DISPUTES
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<thead>
<tr>
<th>SCHEDULE A</th>
<th>Duties of Employee</th>
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