

Jordan

On the Letter Head of the Company

WORK AGREEMENT

On the date: / /

an agreement was made between

1<sup>st</sup> party:

Address: -----

And

2<sup>nd</sup> party: name: -----

Father's name: -----

Sex: -----

age: -----

Passport No. -----

Address in India: -----

The second party agrees to work with the first party on the following terms and conditions:

(1)

Job Title & Place of work	
Salary	
Probation Period	.....
Period of Contract	Two (2) Years subject to renewable to three years by mutual consent
Working hours	Eight hours per day
Working days	6 days in a week (as per Jordanian labor Law)
Overtime	In accordance with Jordanian Labor Law
Accommodation	Habitable accommodation with proper bedding will be provided by the employer free of cost which among other amenities will include utilities such as water, electricity and heating etc
Food & Pure Drinking Water	Free of Cost by the Employer. Free Food or Food Allowance @ JD.../month over and above the salary is payable, and the employer will provide facilities for cooking.
Transport	Free transport between workplace and employee quarter
Medical Facilities	Full and free medical facilities at employers cost.
Air Ticket	i) Free air ticket from India to Amman ii) Free return air ticket to India at the end of contract period iii) In case of premature termination of the contract by the employer, free air ticket will be provided. iv) In case of death of employee, the dead body will be transported to India at the expense of the employer.
Social Security Contribution & Provisions for compensation during injury & death	As per Jordan Labor Law. (i) The Employer shall ensure that the Indian worker gets his refund/dues from Social Security Corporation before his final departure and provide assistance in completion of formalities. (ii) The Employer shall facilitate for release of insurance and other dues to family members/legal nominees in the event of death of Indian worker.
Annual Leave	As per Jordanian Labor Law -Fourteen (14) days paid leave
Work and Residence permit	To get prepared by the Employer on their own cost within two months of the arrival of the employee and no deduction from the employee on this account to be made.
Other Conditions (if any)	As per Jordanian Labor Law

(2) The passport of the worker, being the property of the Government of India shall be made available to the worker any time on demand. In case of dispute Indian Embassy shall decide the subject matter.

(3) The company / authorized signatory undertake to evacuate on priority the Indian worker safely at its own cost to India should such an eventuality arise.

(4) The Indian worker will be registered "Online" with the Embassy soon after his arrival in Jordan by the Employer.

(5) For redressal of grievances of the employees, there shall be a Committee consisting of representatives of employer and employees and the committee should meet to settle all disputes as and when arise. The Embassy will be intimated about the composition of the Committee soon after it is formed.

Name & Seal of Authorized Signatory

(1<sup>st</sup> Party)

Passport/ID No.