

Date \_\_\_\_\_

01. The First Side \_\_\_\_\_

02. The Second Side \_\_\_\_\_

Nationality: INDIAN Passport No. \_\_\_\_\_ Date \_\_\_\_\_

**Terms of Employment:**

01. The second side accepted to work as \_\_\_\_\_ under the management of the first party. The amount of salary is \_\_\_\_\_ only at the end of each month. The contract is for TWO years. The worker will be on probation for 100 days and will be confirmed on successful completion of probationary period. The contract is renewable under mutual understanding between both parties.
02. The Company will provide the following to the worker at the company's cost:
  - a. To and fro air ticket
  - b. Free sharing accommodation will be provided or an allowance will be provided there of
  - c. To and fro free transportation from the residence to place of work will be provided
  - d. Subsidized food will be provided by the company at the factory canteen.
  - e. Medical facilities and worksite insurance.
  - f. Residences permit for the period of this contract and for any renewed period, And fine due to delay in obtaining such permit.
  - g. Driving license (in case of drivers only) No deduction / recovery from the salary of the workers will be affected by the company for the above.
03. Working hours will be 48 (forty eight) hours per week, with one day off. Overtime allowance will be paid for any additional hours of work in accordance with the Labour Laws of Kingdom of Saudi Arabia.
04. The workers shall be entitled to a minimum of 14 days leave for every completed contract of continuous service.
05. The passport of the worker, being the property of the Government of India, shall not be confiscated by the employer under any circumstances. The passport will be retained by the worker at all times and will be produced before the Embassy of India, as and when called for.
06. In case of death of the worker, the company shall forward the mortal remains of the worker to his/her country at the company's cost and settle all dues of the worker, in coordination with the Embassy of India in Saudi Arabia.
07. In case of injury to the worker, the company will pay compensation to him/ her in accordance with the Labour Law of Saudi Arabia
08. The contract can be terminated by either the company or the worker before its expiry with a notice of two months in writing in accordance with the provisions of the Labour Law of Saudi Arabia.
09. Any dispute between the company and the worker will be amicably settled in coordination with the Embassy of India in Saudi Arabia. In case an amicable settlement cannot be reached, the dispute shall be subjected to courts in Saudi Arabia.
10. The company shall facilitate the worker to register with the Embassy of India within one month of his/her arrival in Saudi Arabia.
11. The employer will be responsible for obtaining valid entry permit for the Employee, and in case the Employees is refused continuation of employment in the country , the Employer shall pay the compensation at the rate of 3 months' salary and also repatriate him to his country of origin at the cost of the employer.
12. Payment of compensation to the employee in case of disability, permanent injury arising of the incurred while on duty will be provided for in accordance with the local Labour laws. In the event of death of the employee, the Employer will make suitable arrangements for disposal of the dead body and for sending his personal belongings, dues, and legitimate savings to his dependant relatives in India at Employer's cost.
13. In case of death of the worker, the company/employer shall dispatch the mortal remains of the deceased emigrant to his/her native place at its/his own expenses and shall settle all dues of the worker(s),in coordination with the India Mission

\_\_\_\_\_  
The First Side

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Stamp

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The Second Side