

Form 1

Employment Contract for Domestic Workers and the Like

This Contract was entered into on this day Corresponding to/...../..... inbetween

First Party (referred to herein as 'Employer')

Name:.....Sex:

Nationality..... Passport No..... Tel Add

Second Party (referred to herein as 'Employee'):

Name:.....Sex:

Nationality..... Passport No..... Tel Add.....

Emerg.Cont. Name of Bangladesh AgencyMob.....

Article One:

(Type & Nature of Job)

1. The Second Party shall accept to work for the First Party in the capacity of (.....) against a monthly wage of Dhs. (.....) to be paid in cash at the end of each month within a period of seven (7) days from its due date plus accommodation, food and drink.
2. The First Party may not engage the Second Party in risky and /or unethical duties.
3. The Second Party shall serve a probationary period of three (3) months.

Article Two:

(Salary & Method of payment)

1. The second party shall sign payroll receipts to prove their handing over and receipt of salary. The payroll receipts shall be written both Arabic and English and maintained by the First Party for further reference.
2. The First Party shall exert its best efforts to help the Second Party transferring salary in accordance with banking regulations applicable in UAE.
3. The First Party shall have the right to deduct from the Second Party's salary in lieu of damage or loss of any goods or property attributable to default or negligence of the Second Party in adhering to the First Party's instruction and the deduction of salary should be not more than five working days in the month.

Article Three:

(Obligation of the Second Party)

1. The Second Party shall fulfill its obligations and duties required by such a profession as per recruitment terms.
2. The Second Party shall carry out its work in an honest, sincere, loyal and confidential manner, respecting the Second Party's privacy and sanctity. The Second Party shall further comply with values, habits, customs and traditions prevalent in UAE.

Article Four:

(Obligations of the First Party)

1. The First Party shall provide the Second Party with a hygienic and convenient accommodation in addition to appropriate work outfit.
2. The First Party shall treat the Second Party in the humanly manner that preserves its dignity and physical safety.
3. The First Party shall enable the Second Party to contact its relatives overseas and post its letters and collect them with confidentiality; the Second Party will hence incur relevant postage costs.
4. The First Party shall provide the Second Party with medical treatment and healthcare as per the applicable regulations in UAE.
5. In the event of death of Second Party during the term of contract, the First Party shall repatriate remains and personal effects of the deceased party to its home country and incur all relevant costs. The First Party shall further pay the concerned entity all dues payable to the deceased party as soon as possible.

Article Five:

1. Arrangement of working hours will be conducted through agreement between the two parties to commensurate with the nature of the profession and duties assigned to the Second Party provided that the Second Party will be given sufficient time for rest which shall be no less than 8 continuous hours.

2. The Second is entitled to thirty (30) days paid annual leave against the whole term of Contract. If the Second Party opts against using the leave, it will be one month pay in lieu of leave plus the value of return ticket besides the its regular monthly salary.

3. The Second Party is entitled to one paid day off per week, as per agreement with First Party. However, it may be engaged on its weekly day off, where, in such case, it will be entitled to day off in lieu, or a compensation equal to that day's pay.

Article Six:

(Travel Ticket)

1. The First Party shall bear the cost of the Second Party's air ticket to its home country upon expiry of the contract of two years without renewal.
2. Upon Renewal of contract, should the Second Party opt for vacation, the First Party shall provide the Second Party with a return ticket to its home country.

Article Seven

1. This contract is valid for two (2) year effective from date of commencement of actual work and it may be extended by mutual approval of both parties.
2. Should the First Party sever this contract prior to its expiry date, it should provide the Second Party with one way ticket to home country plus one month's pay pursuant to contractual compensation
3. Should the Second Party sever this contract of own accord prior to its expiry date and after the probation period, it will incur repatriation costs to home country in full
4. The right of the second party sever this considered null and void if suddenly leave work and prove it and without informing the first party, the contract is canceled in the event that the second party to leave work without a legitimate excuse for ten consecutive days during the period of the contract.
5. The rights of the second party is canceled in the event of his absence from work and the contract is terminated if he stops working for fifteen non-consecutive days during the period of contract.
6. In the event of contract expiry and lack of desire to renew it, the two parties shall sign a final clearance letter acquitting each party from any rights due to the other.

Article Eight

(Dispute between the two parties)

Should any dispute arise between the two parties and disputes shall be referred to the Dispute Settlement Department at the Naturalization and Residency Directorate and in case of not reaching a compromise within two weeks; the dispute will be referred to competent courts for settlement.

Article Nine:

(Attestation of Contract)

1. This contract is subject to provision of the Federal Law No. 6 of 1973 pertaining to the entry and residence of foreigners and amendments, decisions and bylaws thereof.
2. The First Party commits to carry out the attestation procedures of contract with the General Directorate of Residence & Foreigners Affairs as per applicable procedures.

This Contract was edited in triplicated in Arabic and English and to be signed by the two parties. Each Party keeps a copy. The third copy shall be deposited in Naturalization and Residency Directorate for Future reference.

First Party

Name:

Signature:

Second Party

Name:

Signature: