**AI SUMMARY**: Issues found: 87 (High: 9, Medium: 21, Low: 57)  
Categories: content (38), formatting (13), compliance (35), ambiguity (1)  
Helpful resources:  
- ADGM Guidance & Policy Updates: https://www.adgm.com/legal-framework/guidance-and-policy-statements  
- ADGM Regulatory Updates: https://www.adgm.com/legal-framework/regulations  
- ADGM Latest Templates: https://assets.adgm.com/templates  
- ADGM Incorporation Package Rulebook: https://en.adgm.thomsonreuters.com/rulebook/7-company-incorporation-package  
- ADGM Compliance Guide: https://www.adgm.com/operating-in-adgm/obligations-of-adgm-registered-entities  
- ADGM Regulatory Framework: https://www.adgm.com/legal-framework/regulations  
- ADGM Registration & Incorporation: https://www.adgm.com/registration-authority/registration-and-incorporation  
- ADGM Document Standards: https://www.adgm.com/legal-framework/guidance-and-policy-statements  
- ADGM Template Library: https://assets.adgm.com/templates  
- ADGM Legal Writing Guidelines: https://www.adgm.com/legal-framework/guidance-and-policy-statements  
- ADGM Plain Language Guide: https://www.adgm.com/legal-framework/guidance-and-policy-statements  
- ADGM Companies Regulations 2020: https://en.adgm.thomsonreuters.com/rulebook/1-companies-regulations-2020  
- ADGM Constitutional Documents Guide: https://www.adgm.com/legal-framework/guidance-and-policy-statements  
- ADGM Jurisdiction Requirements: https://www.adgm.com/legal-framework/regulations  
- ADGM Guidance & Templates: https://www.adgm.com/legal-framework/guidance-and-policy-statements  
- ADGM Document Templates: https://assets.adgm.com/templates  
- ADGM Required Clauses Guide: https://www.adgm.com/legal-framework/guidance-and-policy-statements  
  
*[ADGM REVIEW: ISSUE: The disclaimer states that the Employment Contract is not legal advice. While technically true, it could be interpreted as undermining the contract's enforceability. It's better to state it's a template and independent legal advice should be sought. | CITATION: N/A - Best practice recommendation | SUGGESTION: Replace the disclaimer with: "This Employment Contract is a template and should not be treated as a substitute for specific advice concerning individual employment situations obtained from your own independent legal advisers."]*

**ADGM COMPLIANCE REVIEW - AUTOMATED ANALYSIS** | Analysis Date: 2025-08-11 19:43

Employment Contract

between

[Insert name of employer]

(the **"Company"**)

*[ADGM REVIEW: ISSUE: Section lacks a title and clear purpose. The instruction to insert the date is insufficient. It needs to be clearly identified as the 'Effective Date' of the agreement. | CITATION: ADGM Employment Regulations, Article 7(1) requires a written employment contract. | SUGGESTION: Clearly label this section as 'Effective Date' and specify the format for the date (e.g., DD/MM/YYYY).]*

and  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

[Insert name of employee]  
*[ADGM REVIEW: ISSUE: This section provides instructions rather than contractual terms. It's unusual to include instructions within the main body of the contract. | CITATION: N/A - This is a formatting issue. | SUGGESTION: Remove this section from the main contract and place it in a separate guidance document for contract finalization.]*

(the **"Employee"**)  
***[ADGM REVIEW: ISSUE: Instructional text present. This section is an instruction and should be removed after the contract is finalized. | CITATION: N/A | SUGGESTION: Remove this section after completing the contract.]***

***[ADGM REVIEW: ISSUE: Instructional text present. This section is an instruction and should be removed after the contract is finalized. | CITATION: N/A | SUGGESTION: Remove this section after completing the contract.]***

[Insert the date the employment contract is signed]  
*[ADGM REVIEW: ISSUE: This is a formatting instruction and not a contractual clause. It should be removed before the contract is finalized. | CITATION: N/A | SUGGESTION: Remove this section from the final contract.]*

**Disclaimer: This Employment Contract is not to be deemed, considered or relied upon as a legal advice and should not be treated as a substitute for specific advice concerning individual employment situations obtained from your own independent legal advisers. This Employment Contract sets out the minimum employment standards applicable in Abu Dhabi Global Market pursuant to ADGM Employment Regulations of 2019 (which may be amended from time to time without notification). The Employer may provide terms and conditions of employment that are more favourable to the Employee than those required by the ADGM Employment Regulations of 2019, which can be found** [**here**](https://en.adgm.thomsonreuters.com/sites/default/files/net_file_store/ADGM1547_20046_VER010120.Employment_Regulations_2019.pdf)**.**  
*[ADGM REVIEW: ISSUE: Similar to Section 2, this section contains instructions and advice rather than contractual terms. | CITATION: N/A - This is a formatting issue. | SUGGESTION: Remove this section from the main contract and place it in a separate guidance document.]*

*[ADGM REVIEW: ISSUE: This is a verification instruction and not a contractual clause. It should be removed before the contract is finalized. | CITATION: N/A | SUGGESTION: Remove this section from the final contract.]*

**Instructions**

**Please refer to the following instructions to aid in finalizing your employment contract:**  
*[ADGM REVIEW: ISSUE: This is an instruction, not a contractual term. It's inappropriate for inclusion in the main body of the contract. | CITATION: N/A - This is a formatting issue. | SUGGESTION: Remove this instruction from the main contract and place it in a separate guidance document.]*

*[ADGM REVIEW: ISSUE: This is an instruction, not a contractual term. It's inappropriate for inclusion in the main body of the contract. | CITATION: N/A - This is a formatting issue. | SUGGESTION: Remove this instruction from the main contract and place it in a separate guidance document.]*

* Any bolded text in these highlighted square brackets, [ ], must be reviewed by the Employer. The Employer will need to choose between different options provided or include information specific to the employment relationship.

***[ADGM REVIEW: ISSUE: The section only contains the title 'DEFINITIONS AND INTERPRETATION' and a page number. It lacks actual definitions, which are crucial for contract clarity and enforceability under ADGM law. | CITATION: ADGM Contract Law, which requires clear and unambiguous terms. | SUGGESTION: Populate this section with definitions of key terms used throughout the contract (e.g., 'Employee', 'Employer', 'Confidential Information', 'Working Hours').]***

* Once the Employer has included the correct information or has made a selection on the text options provided, please make sure to delete any square brackets and remove any highlights as well as any instructive text.
* The footnotes are there to provide additional information regarding certain clauses or terms. Please make sure they are deleted prior to signing the contract.
* **Before signing this contract, please make sure:**
  + **All inserted information is correct (\*If you have added any new clauses or deleted provided clauses, please ensure that cross-references are correctly updated)**
  + **All highlights are removed**
  + **All footnotes are deleted**
  + **All square brackets are removed**
  + **This page is deleted in its entirety**  
    ***[ADGM REVIEW: ISSUE: The section only contains the title 'CONFIDENTIALITY/NON-DISCLOSURE' and a page number. It lacks the actual clauses detailing the scope of confidentiality, permitted disclosures, and duration of the obligation. This is a critical omission. | CITATION: ADGM Data Protection Regulations and general principles of contract law requiring clear and enforceable terms. | SUGGESTION: Include detailed clauses defining confidential information, outlining permitted uses and disclosures, specifying the duration of the confidentiality obligation, and addressing remedies for breach.]***

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[**1.** **DEFINITIONS AND INTERPRETATION** 4](#_Toc165538171)

[**2.** **EMPLOYMENT TERM** 5](#_Toc165538172)

[**3.** **HOURS OF EMPLOYMENT** 5](#_Toc165538173)

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[**6.** **WAGE AND ALLOWANCES** 6](#_Toc165538176)  
*[ADGM REVIEW: ISSUE: This section contains placeholders that need to be filled in before the contract is valid. | CITATION: N/A | SUGGESTION: Replace the placeholders '[insert day]', '[insert month]', and '[insert year]' with the correct date.]*

[**7.** **VACATION LEAVE** 6](#_Toc165538177)

[**8.** **SICK LEAVE AND SICK PAY** 7](#_Toc165538178)  
*[ADGM REVIEW: ISSUE: Clause requires completion with company-specific information and bracket removal. | CITATION: ADGM Companies Regulations 2020 | SUGGESTION: Insert the company's name, type, registration details, and registered office address. Remove the brackets.]*

[**9.** **CONFLICT OF INTEREST** 7](#_Toc165538179)  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

[**10.** **COMPANY POLICIES** 7](#_Toc165538180)

[**11.** **INTELLECTUAL PROPERTY** 8](#_Toc165538181)  
*[ADGM REVIEW: ISSUE: This section is a general statement of intent but lacks specific details about the offer of employment. It needs to be expanded to include key terms. | CITATION: ADGM Employment Regulations, Article 7(1) requires a written employment contract containing key terms. | SUGGESTION: Expand this section to include a brief summary of the key terms of the offer, such as job title, start date, and initial salary. This can serve as an introduction to the more detailed terms in subsequent sections.]*

[**12.** **CONFIDENTIALITY/NON-DISCLOSURE** 8](#_Toc165538182)  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

[**13.** **TERMINATION** 8](#_Toc165538183)

[**14.** **END OF SERVICE BENEFITS** 9](#_Toc165538184)  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

[**15.** **REPATRIATION** 9](#_Toc165538185)  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

[**16.** **NOTICES** 9](#_Toc165538186)  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

[**17.** **ENTIRE AGREEMENT** 10](#_Toc165538187)  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

[**18.** **AMENDMENTS** 10](#_Toc165538188)  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

[**19.** **GOVERNING LAW** 10](#_Toc165538189)  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

**THIS CONTRACT OF EMPLOYMENT** is made and entered into on this [**insert day**] of [**insert month**] [**insert year**] (the “**Contract**”)  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

**BETWEEN**:  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

1. [**Insert name of Company**], a [**insert type of Company (e.g., Private Company limited by Shares)**] company duly registered with the Registration Authority of ADGM and licensed under commercial licence number [**insert commercial licence number**], having its registered office at [**insert address**] (the "**Company**"); and  
   *[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

1. [**Insert full name of Employee as per passport**], a [**insert nationality**] national, holder of passport no. [**insert passport number**] of [**insert full home address of employee**] (the **"Employee"**).  
   *[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

**WHEREAS:**

1. The Company has made an offer of employment to the Employee.  
   *[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

***[ADGM REVIEW: ISSUE: Clause requires selection and bracket removal. The contract should clearly state the employment duration. | CITATION: ADGM Employment Regulations 2019 | SUGGESTION: Select the appropriate clause for unlimited employment and remove the brackets and other options.]***

1. The Employee has accepted the offer of employment in accordance with the terms of this Contract.  
   *[ADGM REVIEW: ISSUE: Clause requires selection and bracket removal. Automatic renewal clauses may need review to ensure compliance with ADGM regulations regarding fixed-term contracts. | CITATION: ADGM Employment Regulations 2019 | SUGGESTION: Select the appropriate clause for limited employment, remove the brackets and other options. Review the automatic renewal clause for compliance with ADGM regulations.]*

**THE PARTIES AGREE** as follows:  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

# **DEFINITIONS AND INTERPRETATION**

*[ADGM REVIEW: ISSUE: Working hours should comply with ADGM Employment Regulations regarding maximum working hours and overtime compensation. The contract should explicitly state the maximum working hours per week and the overtime policy. | CITATION: ADGM Employment Regulations, specifically regarding working hours and overtime. | SUGGESTION: Specify the maximum working hours per week and detail the overtime compensation policy in accordance with ADGM Employment Regulations.]*

* 1. In this Contract, unless the context otherwise requires, the following expressions shall have the following meanings:  
     *[ADGM REVIEW: ISSUE: Potentially compliant, but requires review to ensure alignment with Section 16 of the ADGM Employment Regulations regarding overtime compensation calculation and limitations. | CITATION: ADGM Employment Regulations, Section 16 | SUGGESTION: Verify that the company's overtime policy and practices fully comply with Section 16 of the ADGM Employment Regulations, including calculation methods and any limitations on overtime hours.]*

**"ADGM”** means the Abu Dhabi Global Market, a financial free zone established by virtue of Abu Dhabi Law no. 4 of 2013 whose address is ADGM Authorities Building, ADGM Square, Al Mariyah Island, P. O. Box 111999, Abu Dhabi, United Arab Emirates;  
*[ADGM REVIEW: ISSUE: The probationary period dismissal clause needs careful review to ensure it aligns with ADGM Employment Regulations regarding fair dismissal and notice periods. One week's notice during probation may not be sufficient depending on the circumstances and employee's role. | CITATION: ADGM Employment Regulations concerning termination of employment and notice periods. | SUGGESTION: Review the probationary period dismissal clause with legal counsel to ensure compliance with ADGM Employment Regulations regarding fair dismissal and adequate notice, considering the employee's role and circumstances.]*

**“Basic Wage"** shall have the meaning set out in clause 6.2;

**"Commencement Date"** shall be [**insert start date**][[1]](#footnote-1);  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

**"ADGM Employment Regulations"** means the ADGM Employment Regulations 2019, as amended;

**“Registration Authority**” means the Registration Authority of ADGM;  
*[ADGM REVIEW: ISSUE: Compliant, but requires review to ensure deductions are explicitly permitted by ADGM Employment Regulations. | CITATION: ADGM Employment Regulations | SUGGESTION: Ensure all deductions from the employee's remuneration are explicitly permitted under the ADGM Employment Regulations. Specify the types of deductions that may be applied.]*

**"Parties"** means parties to this Contract and the expression **"Party"** shall mean either one of the Parties;  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

**"Monthly Remuneration"** shall have the meaning set out in clause 6.2;  
*[ADGM REVIEW: ISSUE: Basic wage must comply with ADGM minimum wage requirements (if applicable). | CITATION: ADGM Employment Regulations | SUGGESTION: Verify that the Basic Wage meets or exceeds any applicable minimum wage requirements set by ADGM.]*

**"UAE"** means the United Arab Emirates;   
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

**"Year"** means the period of 12 months in a Gregorian calendar starting on 1 January and ending on 31 December.  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

* 1. The recitals and schedules form part of the operative provisions of this Contract and references to this Contract shall, unless the context otherwise requires, include references to the recitals and schedules.  
     *[ADGM REVIEW: ISSUE: Payment date should be clearly defined and consistently applied. | CITATION: ADGM Employment Regulations | SUGGESTION: Ensure the payment date is a specific date (e.g., the 25th) and not a relative date (e.g., [insert date]).]*

# **EMPLOYMENT TERM** *[ADGM REVIEW: ISSUE: The clause restricts the calculation of end-of-service gratuity to the Basic Wage only. While this is generally acceptable, it's crucial to ensure this aligns with the definition of 'Basic Wage' and doesn't unfairly exclude elements that should be included as per ADGM Employment Regulations. | CITATION: ADGM Employment Regulations, specifically regarding end-of-service gratuity calculation. | SUGGESTION: Review the definition of 'Basic Wage' within the contract and ensure it complies with ADGM Employment Regulations. Consider adding a clarifying statement that the 'Basic Wage' includes all elements required by ADGM law for gratuity calculation.]*

*[ADGM REVIEW: ISSUE: This section mentions enrollment in a 'relevant UAE pension scheme'. While UAE nationals are generally covered by UAE pension schemes, ADGM employers also have obligations regarding workplace savings schemes. This section needs clarification to ensure compliance with ADGM regulations, especially if the employee is working within the ADGM. | CITATION: ADGM Employment Regulations regarding workplace savings schemes and pension contributions. | SUGGESTION: Clarify whether the UAE pension scheme fulfills the ADGM's requirements for workplace savings schemes. If not, specify the ADGM-compliant scheme the employee will be enrolled in, in addition to the UAE pension scheme if applicable. Consider adding a clause stating that the company will comply with all applicable ADGM regulations regarding workplace savings.]*

* 1. The Company shall employ the Employee as **[insert position]** and the Employee shall serve the Company in such position in accordance with the terms of this Contract.

*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

* 1. **[Please use this clause for “unlimited employment contracts” and delete the remaining options below entirely:]** [The appointment shall commence on the Commencement Date and shall continue until terminated in accordance with this Contract.]  
     *[ADGM REVIEW: ISSUE: Vacation leave approval should be subject to reasonable conditions and not be unreasonably withheld. | CITATION: ADGM Employment Regulations | SUGGESTION: Add a clause stating that vacation leave approval will not be unreasonably withheld, ensuring compliance with fair employment practices.]*

*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

**[Please use one of these clauses for “limited employment contracts” and delete the remaining options entirely:]** [The employment shall commence on the Commencement Date and subject to clause 13, shall continue for a period of three (3) years (“**Initial Term**”). At the end of the Initial Term, the employment shall be renewed automatically and on the same terms for a further term of one (1) year from the expiry of the Initial Term and thereafter, for such further periods as the Parties may agree in good faith not less than one (1) month prior to the end of the one (1) year extension of the Initial Term].  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

* 1. The Company shall obtain, maintain and pay the cost of the Employee’s work permit, UAE residency visa and UAE identity card, as applicable.  
     *[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

# **HOURS OF EMPLOYMENT**

*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

* 1. The Employee's normal working hours shall be **[insert time]** a.m. to **[insert time]** p.m. **[Monday to Friday][[2]](#footnote-2)** together with such additional hours as are necessary for the proper performance of the Employee’s duties.  
     *[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

* 1. The Employee shall be entitled to overtime compensation for work performed outside the Employee’s normal working hours in accordance with Section 16 of the ADGM Employment Regulations.  
     *[ADGM REVIEW: ISSUE: The clause allowing the company to request a medical opinion every 7 days during sick leave might be considered excessive and could potentially violate employee privacy or be seen as unreasonable. ADGM Employment Regulations do not explicitly define the frequency of medical opinion requests, but the requirement must be reasonable and justifiable. | CITATION: ADGM Employment Regulations, potentially Article 15 (Sick Leave) regarding reasonableness. | SUGGESTION: Reconsider the frequency of medical opinion requests. Change "at least once every 7 days" to "periodically, as reasonably required" or similar wording to ensure it is not perceived as overly intrusive. Establish clear guidelines on when and why such requests are made.]*

# **PROBATIONARY PERIOD**

The Employee’s employment will be probationary for a period of **[insert number][[3]](#footnote-3)** months from the Commencement Date. The Employee may be dismissed at any time during this probationary period without cause on one (1) week’s notice or for cause without notice or pay in lieu of notice.  
***[ADGM REVIEW: ISSUE: The non-compete clause lacks specific limitations regarding the scope, duration, and geographical area. Without these limitations, the clause may be deemed unenforceable under ADGM law as an unreasonable restraint of trade. | CITATION: ADGM Employment Regulations, principles of reasonableness in contractual terms. | SUGGESTION: Add specific limitations to the non-compete clause, including the duration (e.g., 6 months, 1 year), the geographical area (e.g., ADGM, UAE), and the specific nature of the competing business. Ensure the limitations are reasonable and necessary to protect the company's legitimate business interests.]***

# **PLACE OF EMPLOYMENT**

The Employee’s place of employment shall be in the Emirate of Abu Dhabi, but the Employee may be required to work at such other places in the UAE or elsewhere as the Company may from time to time determine.  
*[ADGM REVIEW: ISSUE: No issues found | CITATION: ADGM Companies Regulations 2020 | SUGGESTION: Document appears compliant]*

# **WAGE AND ALLOWANCES** *[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

*[ADGM REVIEW: ISSUE: No issues found | CITATION: ADGM Companies Regulations 2020 | SUGGESTION: Document appears compliant]*

* 1. The Employee shall be paid a wage of AED **[insert amount]** per month subject to such deductions as are permitted by the ADGM Employment Regulations (the "**Remuneration**").

*[ADGM REVIEW: ISSUE: No issues found | CITATION: ADGM Companies Regulations 2020 | SUGGESTION: Document appears compliant]*

* 1. The Remuneration is inclusive of allowances and allocated as follows:  
     *[ADGM REVIEW: ISSUE: No issues found | CITATION: ADGM Companies Regulations 2020 | SUGGESTION: Document appears compliant]*

*[ADGM REVIEW: ISSUE: This clause prevents the employee from making claims related to clause 11.1. The enforceability of such a clause depends on the specific content of clause 11.1. If clause 11.1 covers fundamental employee rights, this clause could be deemed unenforceable under ADGM Employment Regulations. | CITATION: ADGM Employment Regulations regarding employee rights and waivers. | SUGGESTION: Review clause 11.1 to ensure it does not cover fundamental employee rights. If it does, revise this clause to ensure it does not waive those rights. Consider adding a statement that this clause does not waive any rights that cannot be waived under ADGM law.]*

1. basic wage of AED **[insert amount]** (the "**Basic Wage**");  
   *[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

1. accommodation allowance of AED **[insert amount]**; and  
   *[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*
2. transport allowance of AED **[insert amount][[4]](#footnote-4)**.  
   *[ADGM REVIEW: ISSUE: The notice period should comply with ADGM Employment Regulations regarding minimum notice periods, which may vary based on the length of service. One month may not be sufficient for longer tenures. | CITATION: ADGM Employment Regulations, specifically regarding termination notice periods based on length of service. | SUGGESTION: Review and adjust the notice period to comply with the ADGM Employment Regulations based on the employee's length of service. Specify the exact regulation number.]*

***[ADGM REVIEW: ISSUE: Termination with immediate effect requires specific conditions under ADGM Employment Regulations. The clause lacks details on permissible grounds for immediate termination. | CITATION: ADGM Employment Regulations 2019, Article 39 | SUGGESTION: Specify the permissible grounds for immediate termination as per ADGM regulations (e.g., gross misconduct).]***

* 1. The Remuneration shall be payable on the **[insert date]** of every month by bank credit transfer.  
     *[ADGM REVIEW: ISSUE: No issues found | CITATION: ADGM Employment Regulations Section 56 (1) | SUGGESTION: N/A]*

*[ADGM REVIEW: ISSUE: No issues found | CITATION: ADGM Companies Regulations 2020 | SUGGESTION: Document appears compliant]*

* 1. For the avoidance of doubt, only the Basic Wage referred to in clause 6.2(a) above shall be used for the calculation of any end of service gratuity payable under the ADGM Employment Regulations.  
     *[ADGM REVIEW: ISSUE: Termination during probation requires adherence to specific notice periods and reasons. The clause lacks clarity on these aspects. | CITATION: ADGM Employment Regulations 2019, Article 36 | SUGGESTION: Clarify the notice period required for termination during probation and ensure the reasons for termination are justifiable and documented.]*

*[ADGM REVIEW: ISSUE: The clause is incomplete. It needs to specify the employee's obligations upon termination, such as returning company property. | CITATION: ADGM Employment Regulations 2019, Article 40 | SUGGESTION: Detail the employee's obligations upon termination, including the return of company property, confidential information, and any other relevant items.]*

* 1. If the Employee is a UAE or GCC national, the Employee shall be enrolled in the relevant UAE pension scheme in accordance with applicable legislation.  
     *[ADGM REVIEW: ISSUE: The phrase 'without claim for payment except as provided in this Contract or in the ADGM Employment Regulations' is acceptable but should be reviewed to ensure all potential entitlements under ADGM law are covered, such as repatriation costs if applicable. | CITATION: ADGM Employment Regulations regarding repatriation and end-of-service benefits. | SUGGESTION: Explicitly mention repatriation costs if applicable under ADGM regulations to avoid ambiguity.]*

# **VACATION LEAVE** *[ADGM REVIEW: ISSUE: No issues found | CITATION: ADGM Companies Regulations 2020 | SUGGESTION: Document appears compliant]*

*[ADGM REVIEW: ISSUE: This clause is overly broad and may be unenforceable. It restricts the employee's future activities without clear justification or limitations. | CITATION: ADGM Employment Regulations 2019, Article 41 (implied) | SUGGESTION: Revise the clause to be more specific and reasonable, focusing on protecting legitimate business interests such as confidential information or trade secrets. Consider adding a time limit to this restriction.]*

* 1. Subject to clause 7.3, the Employee shall be entitled to 20 business days as vacation leave in each Year in addition to the UAE national holidays declared as public holidays, during which the Employee will receive Remuneration.  
     *[ADGM REVIEW: ISSUE: The phrase 'at its sole discretion' regarding payment in lieu of notice may be problematic if it allows the company to avoid providing the legally mandated notice period or payment in lieu thereof. ADGM Employment Regulations require specific notice periods or payment in lieu. | CITATION: ADGM Employment Regulations, specifically regarding termination notice periods. | SUGGESTION: Clarify the clause to ensure it aligns with the minimum notice periods or payment in lieu as required by ADGM Employment Regulations. Remove 'at its sole discretion' or add clarifying language.]*
  2. Vacation leave shall be taken at such time or times as may be approved in advance by the Company.  
     *[ADGM REVIEW: ISSUE: The phrase 'as may be payable in accordance with the ADGM Employment Regulations' is vague. The contract should explicitly state how the end-of-service gratuity is calculated, referencing the specific regulations. | CITATION: ADGM Employment Regulations regarding end-of-service gratuity calculation. | SUGGESTION: Replace the vague phrase with a clear explanation of how the end-of-service gratuity is calculated, referencing the relevant sections of the ADGM Employment Regulations. For example, specify the calculation based on years of service and final basic salary.]*

*[ADGM REVIEW: ISSUE: Clause 13.2(a) needs to be defined and checked for compliance with ADGM regulations regarding end-of-service gratuity. Termination without gratuity must be for legally justifiable reasons under ADGM law. | CITATION: ADGM Employment Regulations regarding end-of-service gratuity and permissible reasons for denial. | SUGGESTION: Ensure clause 13.2(a) aligns with ADGM regulations for lawful termination without gratuity. Specify the conditions under which gratuity is not payable and cite the relevant ADGM regulation.]*

* 1. During the Year in which the Employee's employment commences, the Employee shall be entitled to a proportion of the Employee’s vacation leave entitlement as shall have accrued on a pro rata basis. During the Year in which the Employee's employment terminates, the Employee shall be entitled to a proportion of the Employee’s vacation leave entitlement as shall have accrued on a *pro rata* basis.

*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

* 1. On termination of this Contract:  
     *[ADGM REVIEW: ISSUE: Without context of clause 15.1, it's impossible to determine compliance. This section is dependent on the content of the referenced clause. | CITATION: N/A | SUGGESTION: Provide the full text of clause 15.1 for accurate analysis.]*

***[ADGM REVIEW: ISSUE: This clause may be problematic. Restricting an employee from obtaining alternative employment or visa sponsorship within a specific timeframe after termination could be viewed as a restraint of trade, which may not be enforceable or compliant with ADGM principles. | CITATION: General principles of ADGM law regarding restraint of trade and employee rights. | SUGGESTION: Remove or revise this clause to ensure it does not unduly restrict the employee's ability to seek alternative employment. Consult with legal counsel to ensure compliance.]***

1. the Employee shall be entitled to receive payment in lieu of any vacation leave entitlement which has accrued prior to the date of termination but is unused; or  
   *[ADGM REVIEW: ISSUE: This clause refers to dismissal for cause, which needs to align with ADGM regulations. Ensure clause 13.2(a) clearly defines 'cause' in accordance with ADGM Employment Regulations. | CITATION: ADGM Employment Regulations 2019, Article 39 | SUGGESTION: Review clause 13.2(a) to ensure it provides a comprehensive and compliant definition of 'cause' for dismissal.]*
2. the Company shall be entitled to make deductions from the Employee's yearly Remuneration in respect of any vacation leave taken in excess of the entitlement accrued prior to the date of termination.  
   *[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

# **SICK LEAVE AND SICK PAY**

***[ADGM REVIEW: ISSUE: The clause stating the employee has 'no claim whatsoever' regarding the termination of previous agreements could be problematic if the employee has outstanding entitlements under those agreements. This needs careful review to ensure it doesn't waive legitimate employee rights. | CITATION: ADGM Employment Regulations regarding employee rights and entitlements upon termination. | SUGGESTION: Review the previous agreements to ensure all outstanding entitlements are settled before including this clause. Consider adding a clause stating that this waiver only applies to claims beyond settled entitlements.]***

* 1. The Employee shall be entitled to sick leave not exceeding a maximum of 60 business days in aggregate in any 12 month period.

*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

* 1. The Employee shall be entitled to his sick pay based on his Daily Wage (as defined in the ADGM Employment Regulations) as follows: full pay for the first 10 business days; half pay for the next 20 business days and the remaining 30 business days with no pay.

*[ADGM REVIEW: ISSUE: No issues found | CITATION: N/A | SUGGESTION: N/A]*

* 1. The Employee shall comply with the ADGM Employment Regulations and internal requirements of the Company concerning notification, self-certification and the provision of medical certificates.  
     *[ADGM REVIEW: ISSUE: The table is empty. Ensure all required information is included in Table 1. The signature block is standard but ensure the company representative has the authority to sign. | CITATION: N/A | SUGGESTION: Populate Table 1 with the necessary information. Verify the signatory's authority.]*
  2. The Company may at least once every 7 days during a period of absence due to sickness, require the Employee to provide a medical opinion that states that the Employee cannot fulfil the duties reasonably expected in the Employee’s position.

# **CONFLICT OF INTEREST**

The Employee shall not during the employment, without the prior written consent of the Company, engage or be concerned or undertake in any business or occupation that competes with the business of the Company.

# **COMPANY POLICIES**

* 1. The Employee agrees to comply with the employment policies, practices, rules and instructions of the Company currently in force or which hereafter may be amended, revised or adopted in the sole discretion of the Company from time to time.
  2. The Employee agrees to comply at all times with the ADGM Employment Regulations, any other legislation of the ADGM and any other legislation that is applicable within the ADGM.
  3. The Employee shall comply at all times with such additional duties and obligations as are set out in the Employee handbook which may be altered by the Company from time to time in its sole discretion by way of a written notice to the Employee. In the event of a conflict between this Contract and the said Employee handbook, the provisions of this Contract shall prevail.

# **INTELLECTUAL PROPERTY**

* 1. The Employee agrees to disclose immediately to the Company all inventions, discoveries, intellectual property, ideas, innovations, developments, improvements, and all processes relating to the operations or business of the Company made or conceived by the Employee alone or with others during the term of this Contract whether made or conceived within or outside normal business hours, all of which shall be the exclusive property of the Company.
  2. At the request of the Company, whether made during or upon the termination of the Employee's employment, the Employee agrees to execute all documents necessary for the filing of applications for a trademark, patent or any other registration, both UAE and foreign, of the matters referred to above in clause 11.1.
  3. The Employee agrees to make no claim against the Company with respect to the matters referred to above in clause 11.1.

# **CONFIDENTIALITY/NON-DISCLOSURE**

* 1. The Employee acknowledges that in the performance of the Employee’s duties, the Employee will acquire detailed and confidential knowledge of the Company's operations and other confidential documents and information. The Employee agrees that the Employee shall not in any way use, divulge, furnish or make accessible to any person, either during the Employee’s employment or any time thereafter, any confidential information relating to the business of the Company, acquired by the Employee in the course of the Employee’s employment with the Company, unless such disclosure is compelled by a competent court of by the applicable law.
  2. Clause 12 shall survive the termination of this Contract and the termination of the Employee's employment.

# **TERMINATION**

* 1. Each of the Company and the Employee may terminate the employment under this Contract by giving one (1) month’s notice[[5]](#footnote-5) in writing to the other Party.
  2. The Company may terminate the employment under this Contract with immediate effect:

1. for cause if the Employee has committed a breach constituting a ground for summary dismissal in accordance with the provisions of Section 56 (1) of the ADGM Employment Regulations; or
2. if the Employee has breached any terms and provisions of this Contract where the Employee has failed to remedy such breach within the time period specified in a written notice from the Company specifying the breach; or
3. for cause if the Employee is under a probationary period as set out in clause 4.
   1. On termination of the employment under this Contract, the Employee shall:
4. co-operate in the cancellation, without claim for payment except as provided in this Contract or in the ADGM Employment Regulations, of the Employee’s residence visa and work permit;
5. deliver to the Company all documents made, compiled or acquired by the Employee, which are in the Employee’s possession, custody, care or control as a direct result of the Employee’s employment, including (but not limited to) business cards, credit and charge cards, security and computer passes, or other media on which information is held in his possession relating to the business or affairs of the Company; and
6. not at any time represent himself to be connected with the Company.
   1. The Company shall be entitled, at its sole discretion, to give the Employee payment in lieu of any notice of termination given to the Employee or require the Employee not to attend work during any period of such notice.

# **END OF SERVICE BENEFITS**

* 1. On termination of this Contract as provided for in clause 13.1 above, the Company shall pay the Employee such end of service gratuity as may be payable in accordance with the ADGM Employment Regulations.
  2. If this Contract is terminated in accordance with clause 13.2(a), the Employee shall not be entitled to end of service gratuity.

# **REPATRIATION**

* 1. On termination of the Employee’s employment, the Company shall provide the Employee with a one-way repatriation flight to the Employee’s country of origin, or any other destination as agreed by the Parties.
  2. Clause 15.1 above will not apply if the Employee:

1. obtains alternative employment or visa sponsorship in the UAE within 30 days from the date of termination; or
2. has been dismissed for cause in accordance with clause 13.2(a) of this Contract.

# **NOTICES**

Any notice to be given hereunder shall be in writing. Notices may be given by either Party by personal or electronic delivery, or post addressed to the other Party (in case of the Company) its registered office for the time being and in case of the Employee, the Employee’s last known address. Any such notice given by letter shall be deemed to have been served at the time at which the notice was delivered personally or transmitted or (if sent by post) would be delivered in the ordinary course of post. For the avoidance of doubt, the Parties may agree to any alternative form of delivery of written notices.

# **ENTIRE AGREEMENT**

This Contract supersedes all previous agreements and arrangements (if any) between the Company and the Employee relating to the Employee’s employment by the Company which is hereby terminated by mutual consent and the Employee acknowledges that the Employee has no claim whatsoever against the Company in respect of such termination.

# **AMENDMENTS**

No modification, variation or amendment to this Contract shall be effective unless such modification, variation or amendment is in writing and has been signed by or on behalf of both Parties.

# **GOVERNING LAW**

This Contract is governed by and construed in accordance with the laws, regulations and rules applicable in Abu Dhabi Global Market and the parties hereto submit to the exclusive jurisdiction of the courts of Abu Dhabi Global Market.

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed by [**Employee Name**] |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed by [Company representative name]  for and on behalf of [**Company Name**]  [Company Signature & Stamp] |

*--- END OF ADGM AUTOMATED REVIEW ---  
DISCLAIMER: This automated review is for guidance only. Please consult qualified ADGM legal counsel for final compliance verification.*

1. This will be the employee’s first day of work. [↑](#footnote-ref-1)
2. Please include the relevant working days. [↑](#footnote-ref-2)
3. In accordance with Section 9(1) of the ADGM Employment Regulations, probationary period shall not exceed 6 months. [↑](#footnote-ref-3)
4. Please amend as necessary if the Employee is paid on a flat rate, piece rate, commission or other incentive basis. [↑](#footnote-ref-4)
5. Please refer to Section 55(3) of ADGM Employment Regulations for more information on required notices. [↑](#footnote-ref-5)