



EMPLOYMENT CONTRACT

FOR LIMITED PERIOD EMPLOYMENT

Government of Sharjah | حكومة الشارقة
Free Zone Authority | هيئة منطقة حرة



مدينة الشارقة للإعلام
Sharjah Media City



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Sharjah Media City (Shams)
P.O. Box 515000
Sharjah, UAE

مدينة الشارقة للإعلام (شمس)
صندوق بريد 515000
الشارقة، الإمارات العربية المتحدة

T 800 Shams (74267)
E info@shams.ae
W shams.ae





Employment Contract Details

Execution Date	21-Apr-2022
Company	LAWGICAL GROUP LLC
Company License Number	1906563.01
Company Registered Address	Sharjah Media City, Sharjah, UAE
Employee	Asaf Rizvi Syed Gullame Hassan Rizvi
Employee Nationality	India
Employee Passport Number	U0696738
Employment Position	Accountant
Basic Job Description	Accountant
Start Date	21-Apr-2022
Expiry Date	20-Apr-2025
Employment Duration	3 Years
Probation Period	6 months from the start date
Notice Period	1 month
Working Hours	8 hours per working day
Leave Days	30 calendar days per annum

Salary Details

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Basic Salary	AED 2500/-
Accommodation Allowance	AED 1700/-
Transport Allowance	AED 800/-
Meal Allowance	AED 0/-
Other Allowance	AED 0/-
Other Benefits	AED 0/-
Total Remuneration	AED 5000/-



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THIS EMPLOYMENT CONTRACT is made and entered into on the **Execution Date** ("Employment Contract").

BY AND BETWEEN

(A) The **Company**, a company incorporated in Sharjah Media City Free Zone under the **Company License Number** to operate in the Sharjah Media Free Zone whose registered office is located at the **Company Registered Address**;

AND

(B) The **Employee**, of **Employee Nationality** and holder of passport issued with the **Employee Passport Number**

The **Company** and the **Employee** are collectively referred to as the "**Parties**" and individually as a "**Party**".

AGREED TERMS

1 DEFINITIONS

1.1 The definitions and rules of interpretation in both this clause 1 and the **Employment Contract Details** and **Salary Details** apply in this **Employment Contract**.

"AED" means United Arab Emirates Dirhams;

"Authority" means the authority of Sharjah Media City established in the Emirate of Sharjah pursuant to Emiri Decree No. 11 of 2017 establishing the Sharjah Media City Free Zone Authority (**Shams**);

"City" means Sharjah Media Free Zone;

"Competent Authority" means any **UAE** or Emirate of Sharjah governmental, judicial or regulatory authority;

"Regulations" means the Sharjah Media Free Zone Authority Employment Regulations 2017, the Sharjah Media City Free Zone Authority Companies and Licensing Regulations and all Regulatory Instruments promulgated by the **Authority** (which may be amended from time to time in force);

"Regulatory Instrument" means any law, regulation, rule, code, decree, decision, direction, notice, policies, procedures or by-laws issued by a **Competent Authority**;

"UAE" means the United Arab Emirates;

"UAE Labour Law" means Federal Law No. 8 of 1980, as amended, extended, or re-enacted from time to time and any ministerial orders, decrees, resolutions, directions or regulations issued by the Ministry of Human Resources and Emiritisation;

"Working Day" means any calendar day except for a Friday and any public holiday observed by the Authority in the **UAE**.

2. TERM OF APPOINTMENT

2.1 The **Employee** shall work for the **Company** in the **Employment Position** in the **City** for the **Employment Duration**.

2.2 The **Employee** shall carry out duties and perform functions customarily performed by an employee of a similar designation, which include, but not limited to the **Basic Job Description**.

2.3 The continuation of the **Employee's** employment shall be subject to the successful completion of the **Probation Period**.

2.4 The **Employees** shall not, during the period of their employment, work outside the **City** or for another **Company** whether in the **City** or otherwise, except with prior written approval from the **Company** and any concerned authority having jurisdiction over such matters in the place where the **Employee** intends to work, including (but not limited to) the **Authority**.

2.5 The **Parties** agree that any amendment to the terms of this **Employment Contract** must be mutually agreed upon in writing by the **Parties**.

2.6 The **Company** undertakes to notify the **Authority** of any change to the terms of employment in relation to the **Employee's Employment Position**, period of employment, **Basic Salary**, allowances and **Other Benefits**.

3 REMUNERATION

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3.1 The **Employee** shall be paid the **Basic Salary** and any other applicable allowances and benefits as set out in the **Salary Details**, or as otherwise agreed between the **Parties** in accordance with clause 2.5 ("**Total Remuneration**"). The **Total Remuneration** shall be paid every month in arrears on or before the last **Working Day** of the calendar month.

As long as the **Employee** is employed by the **Company**, the **Employee** shall be entitled to receive private medical insurance subject to the **Company's** private medical insurance scheme.

4. HOURS AND LEAVE

4.1 On each **Working Day**, the **Employee** shall work the number of **Working Hours**, with the exception of the Holy month of Ramadan, when the **Employee's** working hours shall be reduced by two (2) hours.

4.2 The **Employee** shall be entitled to official public holidays announced for private sector companies in the **UAE** as observed by the **Authority**. The **Employee** shall be entitled to the **Total Remuneration** in respect of such public holidays.

4.3 The **Employee's** annual leave entitlement shall be the **Leave Days**. The **Leave Days** excludes the official public holidays.

5. RENEWAL

5.1 This **Employment Contract** will expire on the **Expiry Date**, unless:

5.1.1 both **Parties** continue their relationship as per the original terms of the **Employment Contract** ("**Implicit Renewal**"). In the event of **Implicit Renewal**, the **Employment Contract** will be extended on the same terms and conditions, except that the duration of the **Employment Contract** will become unlimited; or

5.1.2 both **Parties** explicitly agree in writing to renew the **Employment Contract** and execute the renewal thirty (30) days prior to the end of the **Expiry Date** ("**Explicit Renewal**"). In the event of **Explicit Renewal**, the **Parties** may agree on new terms and conditions of the **Employment Contract**, including its duration, be it for a limited or unlimited term ("**Amended Employment Contract**").

6. TERMINATION

6.1 This **Employment Contract** may be terminated as follows:

6.1.1 during or upon immediate expiry of the **Probation Period** by either **Party**, without notice and without any reason;

6.1.2 immediately on the **Expiry Date**, unless the **Employment Contract** is renewed in accordance with clause 5;

6.1.3 by either **Party**, prior to the **Expiry Date** ("**Early Termination**"), provided that the terminating **Party** serves written notice upon the other **Party** for the **Notice Period**.

6.2 In the event of **Early Termination**, the **Parties'** respective rights and obligations shall be governed by the **UAE Labour Law** as follows:

6.2.1 The **Company** can terminate this **Employment Contract** with immediate effect, without notice and without the obligation of the end of service benefits (other than in respect of amounts accrued as **Total Remuneration** due at the date of termination) if the **Employee** commits any of the offences stipulated under the **UAE Labour Law**

6.2.2 In the event of **Early Termination** by the **Company** for reasons other than that referred to in clause 6.3, the **Company** becomes liable to pay compensation to the **Employee** in accordance with the **UAE Labour Law**.

6.2.3 In the event of **Early Termination** by the **Employee** for reasons other than those referred to in clause 6.1 or any lawful reason under the **UAE Labour Law**, the **Employee** will become liable to pay compensation to the **Company** in accordance with the **UAE Labour Law**.

6.3 Subject to the terms of this **Employment Contract** and assuming the **Employee** is entitled to such payment under the **UAE Labour Law**, at the expiration of the **Employment Contract**, the **Company** shall pay the **Employee** end of service benefits calculated in accordance with the **UAE Labour Law**.

6.4 At the termination of this **Employment Contract** the **Company** shall return any original certificates, diplomas or other original

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documents or possessions belonging to the **Employee** to him/her without unreasonable delay.

7. TRAVEL TICKETS

7.1 In circumstances where the **Employee** is recruited by the **Company** from outside of the **UAE**, the **Company** shall bear the cost of the **Employee's** air ticket from the **Employee's** point of origin to the Emirate of Sharjah, or such other airport as mutually agreed between the **Parties** in order for the **Employee** to commence employment.

7.2 If the **Employee**, whether recruited from outside of the **UAE** or within the **UAE**, upon termination of this **Employment Contract** does not take up subsequent employment elsewhere in the **UAE**, the **Company** shall bear the cost of the **Employee's** travel ticket to their place of origin.

7.3 In the event that this **Employment Contract** is terminated for reasons provided under Article 120 of the **UAE Labour Law**, the **Employee** shall pay for their own repatriation expenses.

8. DEATH AND BURIAL

8.1 In the event of the **Employee's** death during the period of employment with the **Company**, the **Company** shall:

8.1.1 bear the cost of transporting the **Employee's** body and personal luggage to their home country as soon as reasonably practicable following the release of the body by the relevant authorities for repatriation and burial; and

8.1.2 provide the **Employee's** appointed beneficiaries with the **Employee's** accruals, in accordance with the **UAE Labour Law**.

9. EMPLOYMENT CONTRACT ATTESTATION AND ENTIRE AGREEMENT

9.1 This **Employment Contract** supersedes any oral or written representations or agreements entered into prior to the **Effective Day**.

9.2 This **Employment Contract** shall be executed in three (3) original copies, signed and stamped by the **Parties**. Each **Party** shall keep one executed copy of this **Employment Contract**, and the **Authority** shall keep one executed copy of this **Employment Contract**.

10. GOVERNING LAW AND DISPUTE RESOLUTION

10.1 This **Employment Contract** and any dispute or claim arising out of or in connection with it or its subject matter or formation shall be governed by and construed in accordance with **UAE Federal Law** insofar as it applies, including the **UAE Labour Law**; Sharjah law; and the **Regulations**.

10.2 Any dispute or claim arising out of or in connection with this **Employment Contract** or breach thereof shall first be settled through good faith negotiation between the **Parties**.

10.3 In the case where a dispute or claim cannot be settled by good faith negotiation between the **Parties**, the **Parties** irrevocably agree that it shall apply to the **Authority** for a written referral notice to be delivered to the **Competent Authority**.

Signed by and on behalf of the **Company**

Signed by the **Employee**

<https://portal.shams.ae/web/mydocuments/dc/165302046053?d=TVRRek1RPT0=>