

Team Contract

By this instrument and in the best form of law, the parties:

Employer –

Name/Designation: 2DI2

Address: Rua Dr. Bernardino de Almeida 431, 4249-015 Porto

Email: 2DI2@gmail.com

Employee –

João Henrique da Costa Pereira (1211503)

João Alexandre Dias Pinto (1221694)

José Manuel Lei Sousa de Sá (1220612)

Rafael Vieira Araújo (1201804)

Rui Pedro de Sousa Menezes Reis Lima (1220777)

Vasco Rafael Pinto Sousa (1221700)

Sign this employment contract for a fixed period, and the following clauses as agreed.

It is decreed, with the best of intentions, and following the ethical values of the employer, workers undertake to:

- I. Respect – above all, every single member must respect each other, so that we can create a good and harmonious work environment.
- II. Communication – we must value the communication between team members, so that there aren't misunderstandings and that everyone is aware of the work that is being developed.
- III. Determination – all team members must be committed to do their best in carrying out the proposed work.

This employment contract is signed and mutually accepted under the terms of the following clauses:

Clause 1 - Purpose of the Work

The purpose of this contract is to provide, by the various workers, the services of LAPR4 (Laboratory Project 4), carrying out work on the property of the employer, ISEP – Instituto Superior de Engenharia do Porto.

Clause 2 – Rights

From the moment the worker starts his activity, he is subject to the following rights:

- I. Missing 3 meetings for duly presented and justified reasons;
- II. The following are considered justifiable absences:
 - i. Death of a spouse or family member;
 - ii. Assistance to a member of your household;
 - iii. Provision of school tests, with the right to justified absence on the day of the test and before;
 - iv. Absences motivated by the impossibility of performing work due to a fact not attributable to the worker, for example, in case of illness or accident;
- III. To be treated politely by the other members of the team to which he belongs;
- IV. Right to weekly rest stipulated by the team;
- V. Not being discriminated against.

Clause 3 – Obligations

From the moment the worker starts his activity, he is subject to the following duties:

- I. Justify the reasons for your absences;
- II. Give at least 24 hours notice, if possible, of the reason for your absence;
- III. Attend the various meetings with attendance and punctuality;
- IV. Loyalty and confidentiality with the work group and the employer;
- V. Respect the various co-workers and the employer;
- VI. Promote or carry out acts aimed at improving the company's productivity;
- VII. Carry out the work with zeal and diligence;
- VIII. All team members must, without fail, specify in the appropriate GitHub Project the answers to the following questions:
 - i. "What did I do?";
 - ii. "What problems did I face and did I overcome them?";
 - iii. "What am I going to work on next?".

From the moment the team starts its activity, it is subject to the following duties:

- I. At the beginning of the work, after defining the sprints, the team must decide on all the scrum masters, so that the group isn't left without someone to take the lead;
- II. At the beginning of each sprint, after analysing and defining all the tasks that we must develop, the group must meet to divide the work equally among all team members and define the delivery date.

Clause 4 – Consequences

The worker, by failing to comply with the obligations expressed above, will be subject to:

- I. Due to a collection of unjustified absences and without prior notice, the worker will be subject to an assessment by the other team members, with the aim of deciding the future of the given worker in the company;

- II. If the worker in question is having a very low efficiency and/or is making very little effort in the various jobs, he will get extra work in order to counteract the behaviour he has had so far;
- III. In the event that a certain worker harms the good and cohesive functioning of the company and, after being notified of his actions, the worker will no longer perform any type of function within the team;
- IV. In the event of an immediate expulsion, the worker in question will not have any type of recognition in the projects developed during the period in which he belonged to the team and will not be able to access any type of information regarding the work he carried out as an employee of the company;
- V. In the event that a certain worker provides information to rival companies that may harm the various projects that the team is currently operating, the member will be notified of his actions and the procedures to be taken will be in accordance with the first (I) and/or the fourth (IV) condition of clause 4;

Communication Channels:

- 1. *Microsoft Teams*;
- 2. *Discord and/or Team's WhatsApp*;
- 3. *GitHub Project*;

Final Clauses:

This agreement is drawn up in duplicate and signed by the various parties, each with a copy.

Employees:

(Signature)

(Signature)

(Signature)



Assinado por: Rafael Vieira
Araújo
Identificação: B115677733
Data: 2024-03-10 às 16:10:42

(Signature)



Assinado por: João Alexandre
Dias Pinto
Identificação: BI14692380
Data: 2024-03-10 às 15:59:17

(Signature)



Assinado por: Vasco Rafael
Pinto Sousa
Identificação: BI15966246
Data: 2024-03-10 às 15:46:37

(Signature)

Employer:

(Signature)

(day / month / year)