

UBA/HCM/REC/NB/190916/001609

October 07, 2016

INYAMA STANLEY CHINAGOROM

No. 7 Nile Crescent, Suncity
Estate,
Abuja,
Nigeria.

Dear STANLEY ,

OFFER OF EMPLOYMENT

We are pleased to offer you employment as Manager effective October 17, 2016 under the following terms and conditions:

Your annual gross remuneration shall be N15,228,000.00 (inclusive of N1,100,000.00 non-cash benefits) subject to all statutory deductions. Please see attached details.

Place of Work: Your place of assumption of duty is our UNITED BANK FOR AFRICA PLC, SHARADA INDUSTRIAL ESTATE, KANO; however the Bank reserves the right to require you to work at or from any other locations within UBA Group. Exigency of work may compel the need for you to serve in other functional capacities and also in a new location.

Work hours: 7:30am to 4:30pm with a one hour lunch break

Annual Leave: 22 working days. Staff leave in the year of entry is calculated as a proportion of completed calendar months service. Employee's Annual Leave days are to be fully utilized in the course of the due year. Unutilized leave days shall be forfeited except with strong and acceptable business reason. Payment in lieu shall be made for any leave days outstanding at the point of exit but will be calculated and accrued for, as at when determined using the relevant remuneration components of the applicable grade level.

Medical:	Medical Insurance Cover in line with the Bank's policy
Life Insurance:	Group Life Assurance Cover
Pension:	The Bank operates a contributory pension scheme in line with the extant Pension Act of the Federal Republic of Nigeria. The employee and employer's contributions are 8% and 10% respectively of basic, housing and transport allowances.
Loans / Advances:	Entitlement to loans and advances shall be in line with the Bank's policy as may be reviewed from time to time. Deduction of indebtedness or liability shall commence the next payday. All outstanding loans/advances are subject to deduction from your terminal benefits at the point of exit.
Dress code:	See attached

Probation/Termination

You will be employed on a probationary basis for an initial period of six months. If at the end of that period your performance is considered satisfactory, you will receive confirmation of your appointment in writing.

During the probationary period, termination of appointment by either party will be subject to two (2) weeks' notice in writing and in the case of a default, a payment of two (2) weeks basic salary in lieu of notice is mandatory. Subsequently, one month's notice or one month basic salary in lieu of notice shall be required. Please note that in the case of medical invalidation, treatment of exit shall be aligned to the applicable Labour Law.

Your attention is drawn to the Bank's Disciplinary Policy, Rules and Procedure. In cases involving gross misconduct, you may be summarily dismissed and in such instances, you will not be entitled to a notice period or to payment in lieu of notice and may be prosecuted depending on the magnitude of the infraction.

Other terms and Conditions

In addition to fulfilment of the following conditions, this offer and confirmation of your appointment shall be subject to satisfactory performance appraisal rating against set targets/KPIs and other functional deliverables at the end of the probation period.

- Minimum of five credits in SSCE/WASC or GCE O'Level or NECO at maximum of 2 sittings.
- B.Sc degree at minimum of second-class lower.
- A satisfactory medical certificate of fitness, which is to be produced by the Bank's approved medical personnel.
- Provision of two (2) Guarantors (please see attached list of qualified people).
- The receipt of satisfactory responses on any background checks or other inquiries on you from relevant authorities.

Your employment shall be governed by the Bank's policies and procedures as contained in the UBA Employee Handbook as may be amended from time to time.

If the above terms and conditions are acceptable to you, please affix N50 postage stamp and sign across. This offer becomes invalid if your acceptance is not received within a week from the date on this letter. On assumption of duty, please note that you are to report to Human Capital Management, 2nd Floor UBA House, 57 Marina, Lagos.

You are required to bring along 7 passport photographs (on red background), originals and (2) copies each of your credentials, (WASC, degrees, professional and NYSC certificates), birth certificate/age declaration and marriage certificate (where applicable).

We welcome you to United Bank For Africa Plc and hope that you will justify the confidence reposed in you.

Yours faithfully,

For: UNITED BANK FOR AFRICA PLC



Olusola Agbeyei

Recruitment Coordination &
Admin



Chukwuemeka

Okere

Head Compensation & Benefits

NB:

Kindly note that this offer is subject to the positive report from the Central Bank of Nigeria in line with regulatory requirements.

I _____ accept the offer of
employment, the terms and conditions and will resume for work on
_____.

Name

Signature
(Affix N50 postage stamp here)

Date

BREAKDOWN OF ANNUAL COMPENSATION

Manager

DESCRIPTION	FREQUENCY	AMOUNT
BASIC SALARY	PER ANNUM	3,060,598.33
RENT	PER ANNUM	1,269,000.00
TRANSPORT	PER ANNUM	1,269,000.00
MGT MORTGAGE SUPPORT	PER ANNUM	1,188,600.00
FURNITURE	PER ANNUM	409,920.00
UTILITY	PER ANNUM	207,560.00
DOMESTIC	PER ANNUM	152,280.00
ENTERTAINMENT	PER ANNUM	253,800.00
EDUCATION	PER ANNUM	253,800.00
DRESSING	PER ANNUM	338,400.00
LUNCH	PER ANNUM	186,120.01
LEAVE ALLOWANCE	PER ANNUM	367,271.80
13TH MTH	PAYABLE YEARLY IN ARREARS	255,049.86
TOTAL PAYROLL	.	9,211,400.00
CLUB SUBSCRIPTION	PER ANNUM	205,500.00
TELEPHONE	PER ANNUM	306,400.00
HSE MAINTENANCE	PER ANNUM	411,000.00
CAR MAINTENANCE	PER ANNUM	509,800.00
DRIVER	PER ANNUM	306,400.00
PASSAGE	PER ANNUM	3,177,500.00
TOTAL REIMBURSABLE	.	4,916,600.00
TOTAL BASE (CASH) COMPENSATION	.	14,128,000.00
STATUS CAR PURCHASE LIMIT	PER ANNUM	1,100,000.00
TOTAL COMPENSATION	.	15,228,000.00

Dress Code

- *Monday to Thursday - Formal Attire Only*
- *Friday - Formal Attire, Business Casual or Traditional Attire*
- *Frontline Staff* are required to wear the UBA branded uniform from Monday to Friday.
- *ID Cards and Lapel Pins* should be worn at all times.
- *Name Tags* should be worn at all times by Operations staff in the business offices.

Men:

Suits - Plain and Pin-Stripe in Navy Blue, Black and Dark Gray

Shirts - White and Sky blue (Plain Checked or Pin-Stripe)

Shoes - Black or Dark Brown

Belts - Black or Dark Brown

Ladies:

Suits & Dresses – Black, Navy Blue, Royal Blue, Grey, Red, Burgundy, Teal, Brown (Including Dark Brown, Beige or Tan) and Green (excluding Lemon Green)

Shirts, Blouses & Camisoles

- Collared shirts/blouses, either long sleeved or short sleeved.
- Camisoles, sleeveless shirts or blouses must be worn under a jacket.
- Camisoles with logos and inscriptions, floral and bold prints are not allowed.
- Glowing, glittery and fluorescent colours (e.g. Lemon Green) are not allowed.

Shoes – Dress heel, open toe, closed toe, closed heel, wedges, high heel sandals and sling back are allowed in Black, Navy Blue, Red, Burgundy, Grey and Brown (Including Dark Brown, Beige or Tan).

Note: Please refer to the dress code policy for full details

LIST OF ELIGIBLE GUARANTORS

- Accomplished professionals Practising in established organization
- Accomplished Businessmen & women
- Bankers Minimum of Manager & above
- Staff of Blue Chip Companies not below Manager Grade
- Civil Servants Grade 14 & above
- Other Professionals from recognized professional Bodies
- Clergy from structured religious organizations

GUARANTORS LIABILITY

The Guarantor's liability shall be total and in force for the duration of the employment