

## Employment Contract

This agreement is made on.....between (name of sponsor)  
..... of (name of company)  
.....Address.....  
.....  
(hereinafter referred to as the “Employer”) and .....  
holder of passport No. .... Date of Expiration.....  
Address in Thailand.....  
..... Contact No.....  
(hereinafter referred to as the “Employee”). Both parties agree on the following:

**1. Job Assignment and Wages**

The Employer hereby engages the Employee and the Employee agrees to work for the Employer in the capacity of..... at the monthly salary of.....BD. The Employer shall have no right to change the agreement to lessen the worker’s salary even if the Employee agreed to change the agreement or even if there was/will be another agreement made with the motive of disrespecting the agreement verified by the Royal Thai Embassy.

**2. Duration of Contract and Worksite**

The duration of the contract is for 2 years starting from the day of arrival of the Employee in Bahrain and the worksite is at.....

The extension of the contract shall be mutually agreed upon between the Employer and the Employee.

**3. Probation Period**

In conformity with the Bahrain Labour Law, the Employee shall work on probation for a period of three months starting from the first working day.

If the Employer should find during the probation period that the Employee is not qualified for the job assigned, the Employer may either offer the Employee the other appropriate job or position with the consent of the Employee, or cancel the contract and repatriate the Employee to domicile in Thailand.

**4. Working Hours**

The working hours shall not exceed 8 hours a day/48 hours a week, 6 days per week.

**5. Holiday and Leave**

Annual leave of 21 days and 15 days sick leave shall be allowed by the Employer for the Employee when completed one year employment with regular pay.

**6. Overtime**

6.1 If the employee works more than the eight usual hours on the regular work day, the Employee shall be paid extra for overtime by the Employer at the rate of ..... BD. per hour, not less than the minimum rate set by the Bahrain Labour Law.

6.2 If the Employee works on holidays, the Employee shall be paid extra for overtime by the Employer at the rate of.....BD.per hour/day, not less than the minimum rate set by the Bahrain Labour Law.

#### **7. Food**

The Employer shall provide the Employee free of charge three meals a day or food allowances of.....per day/month.

#### **8. Accommodation**

The Employer shall provide the Employee safe and hygienic accommodation free of charge during the term of contract.

#### **9. Medical Treatment**

In the event of the Employee's illness or accident caused by work during the period of the contract, the Employer shall both provide all necessary medical treatment free of charge to the Employee, and in the meantime pay regular wage and compensation on terms not less than those stipulated by the Bahrain Labour Law.

#### **10. Travel and Transportation**

The Employer shall pay for the cost of air ticket from Thailand to Bahrain as well as pay and arrange for the transport to his assigned housing. The Employer shall also pay for the cost of the return air ticket to Thailand in all cases, except that the Employee is at fault or terminates the contract without just cause.

#### **11. Obligation**

11.1 The Employer shall not deduct from the salary of the Employee, any of the amount paid on the acquisition of entry/cancellation of visa, residence/work permit, health permit, CPR/Identification No. and insurance premium in accordance with the Bahrain laws and regulations on the Employee's behalf.

11.2 The Employer shall not seize or withhold the Employee's passport at anytime.

11.3 The Employee shall abide by the rules and regulations of the Employer's company stipulated in conformity with the Bahrain Labour Law, and shall respect the local traditions and customs.

11.4 The Employee shall work only for the Employer's company.

11.5 The Employee shall not engage in any unlawful activities such as protest or demonstration.

#### **12. Termination of the Contract**

12.1 Either party may terminate the contract by giving one month notice or pay one month wage in lieu of giving notice, or otherwise act in conformity with the Bahrain Labour Law.

12.2 The Employer may terminate the contract on the following just causes: Serious misconduct, willful disobedience of Employer's lawful orders, habitual neglect of duties, absenteeism, insubordination, revealing secrets of the establishment, when Employee violates the laws, customs and traditions of the Kingdom of Bahrain and/or terms of this contract. The Employee shall shoulder the cost of repatriation.

In case the contract is terminated, unilaterally by the Employer before its expiry date, and without violation on the part of the Employee then the Employer shall indemnify the Employee for the remaining contract period and the Employer shall pay for the repatriation expenses.

12.3 The Employee may terminate the contract on the following grounds namely: Serious insult, inhumane and unbearable treatment, violation of the terms and conditions of this contract by the Employer or his representative, attempt on the life of the Employee by the Employer or his representative, sub-human working and living conditions, failure on the part of the Employer to pay the salaries-wages of the Employee. The Employer shall shoulder the repatriation expenses.

**13. Others**

13.1 In the event of natural disaster, riot, fighting or war, the Employer shall evacuate the Employee to the safe area, and if the situation is no longer conducive for the continuity of work, the Employer shall repatriate the Employee and shall pay for all the expenses of the repatriation.

13.2 In the event of death of the Employee, the Employer shall bear all expenses incurred in the transport to domicile in Thailand the remains of the deceased and all of his personal belongings.

13.3 Other conditions not mentioned in this contract shall be in accordance with the stipulations of the Bahrain Labour Law.

13.4 In case the Employer fails to implement any of the conditions agreed in this contract, in full or in part, the Employer shall be responsible for all the losses incurred to the Employee.

13.5 All claims and complaints relative to this contract shall be settled in accordance with the Company’s policies, rules and regulations. In case the Employee contests the decision of the Employer, the matter shall be settled amicably whenever possible, with the participation of Consul or any authorized representative of the Royal Thai Embassy. In case the amicable settlement fails, the matter shall be submitted to the appropriate government body of the Kingdom of Bahrain.

13.6 Other terms and conditions of employment shall be governed by the provisions of Bahrain Labour Law of 1976 for the private sector.

Done in duplicate, in English, each party holding one copy.

In Witness whereof, the undersigned, having fully understood the contents of the contract stated herein, have signed this agreement.

Signature..... Employer  
(.....)

Signature..... Employee  
(.....)

Signature..... Witness  
(.....)

Signature..... Witness  
(.....)