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Food Corporation of Bhutan Limited
"Ensuring Food Security for the Nation at all times"
CORPORATE HEADQUARTERS



**AGREEMENT ON SERVICE TERMS AND CONDITIONS FOR GENERAL SERVICE
PERSONNEL (GSP)**

Agreement

This Contract Agreement hereinafter referred to as "**Agreement**", is executed between the Food Corporation of Bhutan Limited, represented by the Chief Executive Officer or Director of FCBL, hereinafter referred to as "**Employer**" and Mr/Mrs/Ms. _____, hereinafter referred to as "**Employee**".

NOW, THEREFORE, the parties hereto agree as follows:

Date of commencement & Tenure of appointment.

1. The appointment shall commence from _____(insert dd/mm/yyyy)
2. The FCBL hereby agrees to appoint the Employee for a period of _____years renewable annually based on the performance and approval of the CEO or the Director.
3. The Employee's service shall be governed by the Service Rules of FCBL.

GENERAL TERMS OF APPOINTMENT

1. A candidate shall have attained a minimum age of 18 years and not more than 50 years at the time of recruitment.
2. Physical fitness of the candidate shall be taken into account.
3. Initial appointments shall be made for a period not exceeding two years.
4. A GSP employee shall sign an agreement with the Corporation specifying the terms and conditions at the time of appointment.
5. Performance appraisal of GSP employees shall be done on the agreed core competencies only.
6. A GSP employee shall not be eligible for transfer unless required by the Management.
7. A GSP employee shall be retired on completion of 56 years of age at the latest.

REMUNERATION AND BENEFITS

REMUNERATION

1. The remuneration of a GSP employee shall be paid as per the pay scale of Service Rules and Regulations and shall be entitled to an annual increment based on performance.
2. A GSP employee appointed under this rule shall not be admissible for contract allowance.



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2. The Services of a GSP employee shall be terminated without any notice or payment in lieu of notice if the employee has been guilty of serious misconduct that makes it unreasonable of the employer to continue to employ that employee if:
 - a) the employer has first taken all reasonable steps to ascertain whether or not the employee's conduct amounts to serious misconduct;
 - b) The employee has been given a reasonable opportunity to defend himself or herself against the allegations.

A GSP employee shall be removed at any time as per Section 82 of the Labour and Employment Act of Bhutan 2007, if his/her service is not required and/or when the Company decides to outsource the service.

In Witness whereof I, Regional Manager, for and on behalf of the Food Corporation of Bhutan and Mr/Mrs/Ms: _____, have hereto set our hands on _____ (insert dd/mm/yyyy).

SIGNED BY:

Acting Director (Name and Signature of the Employee)

Food Corporation of Bhutan Limited

Affix
Legal
Stamp

In the presence of:

Witness

Witness

Signature:.....

Signature:.....

Address:

Address:.....