

**EMPLOYMENT CONTRACT
FOR
UNIVERSITY OF WAH - FACULTY**

THIS AGREEMENT, made at Wah Cantt on this the _____ day of _____ 201_____.
BETWEEN: The University of Wah, Wah Cantt, of the first party, hereinafter referred to as UW; and Mr/Ms _____ of the second party, hereinafter referred to as Faculty Member, abbreviated as FM;

HERE BY WITNESSES THAT:-

1. FM is appointed _____ at UW/WEC/MDC, on contract for an initial period of one year w.e.f _____ 201_, This will be extended to three years on approval of his/her appointment from Board of Governors. First six months of employment will be considered as probation period. However, after the successful expiry of probation period, FM may continue to serve till the time he/she keeps on performing well as a teacher/researcher to the satisfaction of his/her senior authorities and remains medically fit. The contract renewal will be for another period of one to three years at a time with mutual agreement.
 - (a) The aforesaid appointment and employment shall be subject to and governed by this agreement and UW's Statutes/Regulations/Policies, etc prevailing at the time, as applicable to UW's employees and applicable government rules (as amended from time to time).
 - (b) In the event of conflict, UW's Statutes/Regulations/Policies shall prevail over any other rules, regulations and policies and the provisions of this Agreement shall prevail overall.
2. The aforesaid employment shall be subject to unilateral termination by either party hereto, with a notice of three (3) months or in lieu thereof, payment of three (3) month basic salary.
3.
 - (a) Notwithstanding the provisions of Clauses 1 and 3 here above, the **first six months (from _____ 201_ to _____ 201_)** of the aforesaid employment shall be a period of probation, during which the Notice Period for termination referenced in Clause 3 here above, shall be only one (1) month. In case of event that either party omits to give one month's notice, one month's basic pay will be paid in lieu thereof.
 - (b) In the event that UW is not completely satisfied with FM's performance, at UW's discretion the Probation Period referenced in Clause 1 above may be extended; as per recommendation of Dean / Principal duly approved by UW, **provided** that any extension beyond the first extension, shall require FM's prior written consent.
 - (c) The continuation of employment even after the lapse of probation period shall remain subject to positive recommendation of the Dean / Principal and final confirmation by VC.
 - (d) On FM's transfer during probation period to another UW constituent college/school, the Principal shall send the feedback to UW in the form of a manuscript report for the FM served under him/her. In case of positive feedback, the above period will be carried forward for removal from probation; otherwise

- the probation period of FM shall restart from the date of reporting/joining new college/school after the transfer.
4. (a) FM shall not be entitled to resign and leave during on-going semester as it would adversely affect the studies/research. Therefore, FM shall ensure that he/she opts for a date of resignation which shall be effective after the date of termination of academic semester.
 - (b) FM during currency of leave shall not tender resignation. He/she may resign on expiry of the leave after rejoining UW; giving three (03) months advance notice or payment of three (03) months basic pay to UW. If the FM has not been removed from probation, then he/she may resign with one (01) month advance notice or payment of one (01) month basic pay in lieu thereof. However, during advance notice period, he/she will compulsorily perform/undertake his/her full academic and research duties/ assignments.
 5. FM shall perform, observe and confirm to such duties and instructions as may from time to time be assigned by or communicated by UW and shall discharge FM's duties efficiently and diligently to the satisfaction of the Vice Chancellor UW/ Principal WEC, and shall not act in any manner contrary to the interest of the UW.
 6. From time to time, UW may change FM's designation, responsibilities or duties according to its requirements; and FM may also be required to teach/research at other colleges/schools/institutes of UW.
 7. (a) FM shall not disclose any information relating to UW during or after termination of employment, and will not divulge any information or classified information that FM may obtain or have access to while employed with UW, unless compelled to do so by a competent court of law.
 - (b) FM shall sign a declaration of secrecy as prescribed by UW.
 8. (a) FM's full time (working hours) shall be at the disposal of UW; and shall not seek part-time employment anywhere. FM may be employed in any educational/research/manner required by the appropriate authority within working hours, without claim for additional remuneration. This may include education administration as well.
 - (b) Faculty member while serving in UW will not undertake teaching/research/employment assignments outside UW without prior approval of Vice Chancellor. Violation will constitute misconduct as provided under UW statutes.
 - (c) Ownership in all classified research conducted by FM during the subsistence of his/her employment, shall vest in UW, and publication of any paper or other writings relating either to FM's field of specialization or to UW and/or its affiliates, shall be subject to scrutiny at WEC, and with prior permission of UW.
 9. FM shall not indulge in any political, sectarian, ethnic or unlawful activity.
 10. FM shall produce his/her Medical Fitness Certificate at his/her own expense from authorized medical officer of a Government Hospital effective from date of joining and thereafter under UW arrangement, an updated Annual Medical Fitness Certificate will be provided throughout FM's engagement at UW.

11. **Remuneration and Benefits**

- (a) **Salary** FM's special salary package vide **UW office** order to the effect is being sent separately.
- (b) **TA / DA** TA/DA for official duty will be admissible under the prevailing Govt rules.
- (c) **Medical and Other Allowances** Already included in salary package. 60% of the lump sum package is the Basic Salary of the FM. 66% of the Basic Salary in the lump sum package contains all other pays and allowances which the FM is entitled or becomes entitled from time to time.
- (d) **Conveyance** Already included in salary package. For official duties, UW transport will be provided.
- (e) **Leave** 10 days casual leave is entitled to the FM on yearly basis. Earned leave not exceeding 12 days will also be authorized per year. The earned leave at FM's credit shall be carried forward in case the contract is extended without any interruption. Fifty percent of the balanced earned leave will also be allowed to be encashed at the completion of three years. However, all leave at FM's credit shall lapse on the date of final expiry or termination of the contract.
- (f) **Medical/Group Health Insurance** This is the responsibility of the FM himself.
- (g) **Career Development** International workshops, joint research, short courses within Pakistan and abroad on as required and justifiable basis, subject to FM's performance as teacher/researcher and recommendations at UW expense.
- (h) **Improvement in Qualifications** Opportunities shall be provided to enable FM to obtain higher qualification through split or other collaborative programs within UW and abroad subject to performance and recommendation of Dean / Principal.
- (j) **Consultancy**
- (i) FM is allowed consultancy / joint research according to UW Rules promulgated from time to time.
- (ii) FM shall not accept or perform any consultancy/joint research outside UW without UW prior approval.
- (k) **Privileges** Subject to availability of funds, FM's spouse and children may be provided with the benefit of one-half the tuition rate to obtain their UG Degree at UW. No special compensation shall be available for advance degree. Such family members shall not enjoy any special admission status but must meet all entrance requirements. There shall be no limit on the number of children that can use this benefit.

IN WITNESS WHEREOF, at the place and on the date first aforementioned, the parties hereto have signed this agreement hereunder.

Signed by the
First Party in presence

Signed by the
Second Party in presence

(_____)
Registrar

(_____)
Faculty Member

WITNESSES

Witness # 1

Witness # 2

Signature: _____
Name:- _____
Father's Name:- _____
CNIC# _____
Residential Address:- _____

Tel: _____

Signature: _____
Name:- _____
Father's Name:- _____
CNIC# _____
Residential Address:- _____

Tel: _____

