

**GENERAL TERMS OF EMPLOYMENT KM ADVOCATES AND ASSOCIATES**

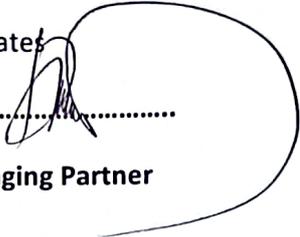
***P. O. BOX 73316 KAMPALA, PLOT 37/39 BOMBO ROAD, KAMPALA, EQUATORIA HOTEL LEVEL 3, SUITE***

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1. Job Title and Description: A brief description of the job duties and responsibilities.
2. Employment Status: Full-time, part-time, contract, or temporary.
3. Work Schedule: Hours of work, days off, and any flexibility or remote work arrangements.
4. Compensation:
  - (i) Salary
  - (ii) Payment frequency (e.g., monthly, biweekly)
  - (iii) Benefits (health insurance)
5. Leave and Time Off:
  - (i) Annual vacation days
  - (ii) Sick leave
  - (iii) Family and medical leave (FMLA)
  - (iv) Maternity leave
6. Probationary Period: A trial period (e.g., 3-6 months) to evaluate performance.
7. Termination:
  - (i) Notice period (1 Month)
  - (ii) Reasons for termination (misconduct, ineptness, failure to beat targets)
  - (iii) Severance package (if applicable)
8. Confidentiality and Non-Disclosure: Obligations to protect Firm's confidential information.
9. Intellectual Property: Ownership of work products and inventions.
10. Governing Law and Jurisdiction: The laws of Uganda
11. Dispute Resolution: Process for resolving employment disputes (mediation, arbitration).
12. Employee Conduct and Behavior: Expectations for employee behavior and conduct.
13. Performance Management: Process for evaluating and improving employee performance.

14. Training and Development: Opportunities for professional growth and development.

For and on behalf of KM Advocates & Associates



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**Managing Partner**