



Working Together Always

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21 October 2020

Mastura Binte Mohamed Mohtar
624B Woodlands Drive 52 #05-29 Singapore 732624
Sxxxx639J

Dear **Mastura Binte Mohamed Mohtar**,

RENEWAL/EXTENSION OF EXISTING CONTRACT EMPLOYMENT

This letter serves to confirm that your assignment that ends on 31 March 2021 will be extended to 30 September 2021, or as per any renewal or project extension date as advised by the Client.

The following revision shall take effect in the new contract period:-

Client Name: A*STAR Research Entities (ARES), STRONGHOLD Diagnostics Lab (SDL)

Job Title: Laboratory Officer

New Contract Period: 01 April 2021 to 30 September 2021

Current Contract Period: 29 June 2020 to 31 March 2021

Benefits:

- a. You will be entitled to 14 (Fourteen) days Annual Leave Per Annum. Any employee who has not completed 12 months of continuous service shall be entitled to pro-rated annual leave in proportion to the number of completed months of service in that year.
- b. 14 days of Medical Leave per Annum
- c. 60 days of Hospitalization Leave Per Annum (inclusive medical leave above mentioned)
- d. You shall be covered under the Employer's Outpatient Benefits and Group Hospitalisation and Surgical Plan in accordance with the Employer's prevailing personnel policies and procedures. A co-payment (S\$10) will be required for each outpatient treatment at designated clinic under the panel.

All other terms of employment remain unchanged as per your current contract.

In line with our HR policy, please keep your employment terms and salary information confidential and personal to yourself.

RMA CONTRACTS PTE LTD

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Please sign and return this letter to acknowledge your acceptance of our offer and its accompanying terms and conditions.

Best Regards,
RMA Contracts Pte Ltd

Michelle Wong
Specialist, Client Partnership

ACKNOWLEDGEMENT

Agree and accept the abovementioned.

Mastura Binte Mohamed Mohtar

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Date 22 October 2020

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