

Ampotech Pte. Ltd.
Co. Reg. No. 201423135K

520 NORTH BRIDGE ROAD
#05-01 WISMA ALSAGOFF
SINGAPORE 188742
info@ampotech.com
www.ampotech.com

Private & Confidential

Our Reference: 2019E01

28 February 2019

Attention: Chua Rui De

Dear Rui De,

Pursuant to our recent discussions, we are pleased to formalize our offer of employment to you as a **Embedded Software Engineer** in Ampotech Pte. Ltd. (the "Company"). Your employment will commence on **1 April 2019** and you will be required to report for work on that date unless otherwise agreed between you and the Company.

If subsequently required due to some internal requirements or re-organization, this contract of employment may be novated to another entity.

This appointment is subject to the terms and conditions stipulated herein and those contained in the Employee Handbook, as modified from time to time at management discretion.

1.0 GENERAL

- 1.1** You will be appointed as a **Embedded Software Engineer** and shall be expected to work alongside other team members with various functional roles at Ampotech.
- 1.2** With this appointment, the future is open to you for further career growth, promotions and advancement within the Company. Future promotions are based on individual performance, dedication and contributions to the Company.

2.0 DUTIES AND RESPONSIBILITIES

- 2.1** As a **Embedded Software Engineer** you will be responsible for the scope of work as per the attached Annex A.

- 2.2** Whilst in the employment of Ampotech, you will devote the whole of your work and business time to the Company's endeavors and will in all matters act loyally and faithfully to the Company.

3.0 REMUNERATION

- 3.1** Your basic salary will be **Singapore Dollars Four Thousand Five Hundred Only (S\$4500.00)** per month. You will also be included in Singapore's CPF scheme with the Employer's contribution paid in addition to your salary, according to prevailing rates issued by the Central Provident Fund Board.
- 3.2** You shall be responsible for payment of your income tax liabilities arising out of this employment.
- 3.3** Your salary will be subject to review in **April** each year and the increments will be based entirely on your performance and the Company's profitability in the preceding year.
- 3.4** The Company may also elect to pay a variable bonus. Any bonus or declarations of bonus shall be made at the sole and absolute discretion of the Company. The quantum of any bonus would be based on the Company's and your individual performance. A bonus may include any combination of monetary compensation, shares in the Company, or share options at the Company's discretion.
- 3.5** Payment of your salary, bonus, etc. will be effected through GIRO to your nominated bank account in Singapore.
- 3.6** Transport reimbursement for Company business will be paid on the basis of actual costs incurred, which should be supported by official receipts.

4.0 LEAVE AND OTHER BENEFITS

- 4.1** Upon confirmation of your appointment, you will be entitled to an annual leave of **14** working days per complete year of service or pro-rated for service of less than 12 months.
- 4.2** Notice of leave must be given in advance. The minimum period of notice is 1 week or the period of leave applied for, whichever is more.
- 4.3** Upon confirmation of your appointment, you will be entitled to outpatient medical benefits as stated herein. Expenses for outpatient treatment (for self only) will be borne by the Company. Specialist outpatient treatment is also paid by the Company. Your medical benefit is subject to a maximum ceiling of **S\$400.00** per annum or pro-rated for service of less than 12 months for all medical bills inclusive of any specialist outpatient treatment.

- 4.4** Upon confirmation of your appointment, you shall be entitled to paid medical leave not exceeding 14 calendar days per annum. If hospitalization is required, the employee is entitled to 60 calendar days per year, inclusive of normal sick leave mentioned herein. Hospitalization leave cannot be carried forward from year to year and will not be encashed upon termination.
- 4.5** A confirmed Singapore-based female employee who has served a minimum of 90 days of continuous service will be eligible for paid maternity leave as per the guidelines of the Singapore Government.
- 4.6** The Company shall grant three (3) working days marriage leave to all Singapore-based employees.
- 4.7** The Company shall grant three (3) working days compassionate leave at any one time, should the death occur to your spouse, parent, parent-in-law, children, brother, sister, or grandparent.
- 4.8** You are eligible for child care leave as per the guidelines of the Singapore Government.
- 4.9** All benefits are granted by the Company on the strict understanding that the said benefits or the value thereof do not constitute any part of your guaranteed remuneration and such benefits may be varied from time to time without prior notice and at the absolute discretion of the Company.

5.0 PROBATION

- 5.1** You will undergo a period of probation during the first three (3) months of your employment with the Company. This period of time allows you to assess the suitability of your job to your personal career plans, and also permits us to assess your job performance. The confirmation is subject to satisfactory completion of the probationary period. During probation, termination by either party, upon two (2) weeks' notice in writing, applies.

6.0 WORKING HOURS

- 6.1** The official working hours of the Company are from 9:30AM to 6:30PM Monday through Friday, with a 1 hour lunch break.
- 6.2** Employees may exercise reasonable flexibility in their own working hours, but are expected provide all such effort as is required according to workload. This includes having to work on weekends whenever required. Overtime shall not be claimable.

7.0 EXTENT OF EMPLOYMENT

- 7.1** This contract of employment shall not be affected in any way by a re-organization of the Company. The terms and conditions of this letter shall continue to be binding on the Company and you, notwithstanding any reconstruction of the Company.

8.0 CONFIDENTIAL MATTERS AND INTELLECTUAL PROPERTY

- 8.1** All rights, collectively and individually, to any invention, improvement, idea, discovery, process, report, study, knowledge or design, including computer software whether copyrightable/patentable or not ("Intellectual Property"), conceived or made by you in the delivery of your services to the Company shall vest in the Company.
- 8.2** You shall not disclose to any third party any confidential information obtained during your course of employment unless expressly authorized by the Company. Confidential information for the purpose of this agreement includes but is not limited to personnel and financial information, and any information that is relevant to the Company's products, services, software, projects and intellectual property.
- 8.3** This restriction shall continue to apply after the termination or expiration of this agreement until such a time as the information is no longer confidential or has been made public by the Company.

9.0 RESIGNATION/TERMINATION

- 9.1** For termination of contract after acceptance of offer, one (1) month's salary as administrative fee will be imposed in the event of not reporting for work after acceptance of offer.
- 9.2** After confirmation, both the employer and employee can terminate this contract without assigning any reasons by giving one (1) month's notice. The notice period must be worked and cannot be offset against any accrued leave. The Company however reserves the right to require the employee to take any unconsumed leave during the notice period.
- 9.3** In the event of your resignation/termination, you shall transfer all your technical and professional responsibilities for all projects and administration to another person designated by the Company, effectively and to the entire satisfaction of the Company, without delay and/or other conditions.
- 9.4** In the event of any termination, you will promptly deliver to the Company all and any records, computer programs, computer-stored information, computer disks and other media, files, drawings, sketches, blueprints, manuals, letters, notes, notebooks, reports, memoranda, customer lists, other documents, equipment and the like, including reproductions of any of the aforementioned items, relating in any way to the Company and/or its subsidiaries, affiliates or successors.

10.0 NON-COMPETITION

- 10.1** Upon termination of your appointment as an employee of the Company, you agree to respect the confidentiality of the Company's research and development activities, patents, and intellectual property and not to disclose them to anyone without prior written approval by the Company. You also agree not to make use of research done in the course of your employment at a competing business unless exception to this restriction is specifically granted in writing by the Company.

11.0 DISCLOSURES

- 11.1** All staff members are required to disclose, in writing, their interest in any other business, company and/or venture, irrespective of the nature of such a business interest.
- 11.2** Maintaining such interest shall be strictly subject to the written approval of the CEO. If the Company objects to such an interest, for whatever reason, the employee will have to dispose of or not acquire such interest.
- 11.3** Where approval is granted on the basis of the information provided by the employee, it shall be the employee's responsibility to notify the company if a change in circumstances, involvement or interest occurs at any time during his/her employment at Ampotech.

12.0 NOTICE

- 12.1** Any notice to be given in connection with your contract of employment shall be given in writing.
- 12.2** Any notice shall only be valid if it is hand delivered or sent by registered mail to the last known address.

13.0 SUMMARY DISMISSAL

- 13.1** The Company shall be at liberty, at any time, by notice in writing, to terminate your employment summarily if:
- 13.1.1** You are guilty of any breach of confidentiality, misconduct, gross negligence, and/or insubordination;
- 13.1.2** You commit any breach of the obligations imposed in the Employee's terms of employment, including unsatisfactory performance of duties;
- 13.1.3** You are absent or fail to perform your duties, alleging ill health as the cause thereof, refusing to allow a qualified medical practitioner nominated by the Company to examine you, or fail

to give such medical practitioner the information necessary to report on your state of health.

14.0 SINGAPORE LAW

- 14.1** The rights, duties, and liabilities under this contract of employment shall be construed in accordance with and be governed by the laws of the Republic of Singapore.

15.0 TRAINING COURSES

- 15.1** You will be required by the Company to attend training courses as and when necessary.

16.0 CONDITIONS OF OFFER

If you accept this offer on the terms stated, please sign the duplicate copy of this letter of employment and return it to us.

We look forward to working with you in Ampotech Pte. Ltd.

Yours sincerely,
Ampotech Pte. Ltd.



William Temple
Director

Date :

To:

Ampotech Pte. Ltd.
520 North Bridge Road, #05-01
Singapore 188742
Attention: William Temple

Dear Sirs,

ACKNOWLEDGEMENT AND ACCEPTANCE

I accept and agree to the terms of the attached letter dated **28 February 2019**.
I confirm that my employment with the Company will start on

_____.

Yours sincerely,

Name:

Signature:

NRIC/Passport No.:

Our Reference: 2019E01

Job Description

Title:	Embedded Software Engineer
Reporting to:	Ziling Zhou
Appraised by:	Ziling Zhou and William Temple

Duties and Responsibilities

1. Design and development of new embedded sensing devices for monitoring electricity consumption
2. Software and firmware development to improve device capabilities and performance
3. Provide occasional business development and project delivery support
4. Any other assigned tasks related to the Company's engineering function