

CONTRACT ACCEPTANCE PAGE

PRIVATE & CONFIDENTIAL

30 Jul 2024

Dear SONG HUI TAN

APPOINTMENT AS SENIOR RESEARCH OFFICER I A*STAR INFECTIOUS DISEASES LABS (A*STAR ID LABS)

1. We are pleased to convey to you an offer of appointment as Senior Research Officer I, A*STAR Infectious Diseases Labs (A*STAR ID Labs).
2. You may close this window at anytime and resume again by clicking on the link in the email.
3. Please download and review the Employment Contract documents

S/No	Employment Contract Documents
1	A) ARES New Hire Offer Letter
2	G) ASTAR Code on Research Ethics
3	H) ASTAR Personal Data Protection Policy
4	G2) ASTAR Publication Policy
5	E) ASTAR Conflict of Interest Policy
6	D) IP Policy
7	B) ARES Terms and Conditions
8	C) ARES Service Benefits

4. Please complete the following documents and upload to the system, including any additional documents required as stated below.

S/No	Document To Upload	Upload
1	H1) ASTAR Employee Personal Data Statement*	H1) ASTAR Employee Personal Data Statement(12)-SH.pdf
2	G1) Declaration on Code of Practice and Procedure Relating to Integrity in Research*	G1) Declaration on Code of Practice and Procedure Relating to Integrity in Research(9)-SH.pdf
3	J) SHARE Donation Form	
4	I) Bank Details and Emergency Contact Form*	I) Bank Details and Emergency Contact Form(13)-SH.pdf
5	D1) Assignment of IP Rights*	D1) Assignment of IP Rights(4)-SH.pdf
6	F) Staff Declaration Form*	F) Staff Declaration Form(7)-SH.pdf
7	E1) Undertaking of Conflict of Interest*	E1) Undertaking of Conflict of Interest(6)-SH.pdf
8	Please upload Copy of Bank statements (Document bearing name bank account number and bank name)*	TAN SONG HUI_Bank Account Statement 2024 June.pdf

5. Click on "ACCEPT" button below and follow the instructions to confirm your acceptance.
6. A Copy of this acceptance and contract documents will be sent to your email after acceptance.
7. We look forward to welcoming you as a member of our team.

Yours sincerely
HR Department
 for **Agency for Science, Technology and Research (A*STAR)**

I, SONG HUI TAN (NRIC/FIN/Passport No. S D) confirm that i have received and have read the offer of employment as set out in the Employment Contract Documents.

I confirm that I agree to and accept the offer of employment on the terms and conditions in the Employment Contract Documents.

Accepted by SONG HUI TAN on 30 Jul 2024 09:54 AM