

MAIN TERMS AND CONDITIONS OF EMPLOYMENT OF A DOMESTIC SERVANT IN THE UNITED KINGDOM

SYARAT DAN PERATURAN PENTING UNTUK BERKERJA SEBAGAI PEMBANTU RUMAH DI UNITED KINGDOM

Before an overseas domestic worker can obtain entry clearance to accompany his or her employer to the United Kingdom he or she must be provided with a written statement of the main terms and conditions of his or her employment. Using this form helps employers to comply with that requirement.

Sebelum pembantu rumah diberikan visa untuk menemani majikan ke United Kingdom, syarat dan peraturan pekerjaan perlu di terangkan oleh majikan kepada pembantu. Borang ini membantu majikan memenuhi permintaan tersebut.

Name and address of employee: <i>Nama dan alamat pembantu</i>

Name and address of employer: <i>Nama dan alamat Majikan</i>

_____ (Starting date of present employment)
(Tarikh mula kerja dengan majikan sekarang)

Main Terms and Conditions of Employment in the United Kingdom.
Syarat dan Peraturan pekerjaan di United Kingdom.

1. Job Title
Tajuk Pekerjaan

Main duties
Pekerjaan Utama

Starting date in UK
Tarikh mula kerja di UK

Name of person who will be employing the worker in the UK. (If different from employer named on Malaysian work permit please give an explanation)

Nama majikan yang akan mengaji pembantu rumah di UK. (Jika berlainan dari nama yang terkandung di dalam permit kerja sila terangkan.)

2. Rate of Pay
Gaji

Per week/month
Minggu / Bulan

Other Pay Information
Lain-lain pernyataan tentang bayaran gaji

Frequency of Payment
Kekerapan bayaran gaji

Method of Payment
Cara pembayaran

3. Hours of work per week and free periods

Masa pekerjaan setiap Minggu dan masa lapang

4. Sleeping accommodation
Tempat bermalam

5. Holiday per year
Cuti tahunan

6. Ending the employment
Penamatan perkerjaan

Employee must give _____ weeks notices if he/she decides to leave his/her job.
Pembantu perlu memberi _____ minggu notis kepada majikan jika hendak memberhentikan perkhidmatannya.

Employee is entitled to _____ weeks notice if the employer decides to dismiss him/her.

Pembantu berhak untuk _____ minggu notis jika majikan hentikan perkhidmatan pembantu.

Employee is employed on a fixed-term contract until _____ (date) if applicable).

pembantu berkerja mengikut contract tetap hingga _____ (tarikh) (jika perlu).

Issued by Employer
Dikeluarkan oleh majikan

Seen and agreed by employee
dilihat dan diluluskan oleh pembantu

Signed _____
Tandatangan

Signed _____
Tandatangan

Date
Tarikh

Date
Tarikh

1 copy to Employee
1 salinan untuk pembantu

1 copy to ECO

ACKNOWLEDGEMENT OF NOTE TO EMPLOYERS AND LEAFLET FOR SERVANTS

I (name), confirm that I have read and understood the note to employers and leaflets for servants that have been given to me by the British High Commission in Kuala Lumpur.

Signature of employer:.....

Date:

Kuala Lumpur