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36000 TE LUK INT AN PERAK.

No. Tclp **Pejabat**

*Offict· Pho11e Number*

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**EmailSyarikat** ..

*C<,mpan\_v's e-n,ail*

nurulfatwaabdrashid@gmaiLcom

Sektor • Service

•

*Sector*

f'Selanjutnya dinamakan **PEMBERJ KERJA/EMPLOYER")** dengan

**ama Pekerja**

*Indonesian Worker's Name*

**No. Passport**

**Tempat&TanggaJ Jahir**

*Place&Date of Birth*

**Alamat tinggaJ Pekerja di**

**Indonesia**

*Worker's address inbuionesia*

**Provi:mi**

*Province*

**Kabupaten Kota**

*City*

**No. BP Pekerja**

*Mom.le plwne*

**Nama Suaml/ llteri/ Or•nK Tua/**

WaW Ahli Waril

*Name of Hw,bandl Wife/ Parents/*

*Family/ Beneflciary'8*

**Nomor Telp** / **Hp (ktluarp)**

*Phone Number of Family*

.. nadiya

.• CS464018

sampang, 1988-03-10

.. jawa timur kabupateo sampang kecamatao sokobanah

.. Jawa Timur

.• Kabupaten Sampang

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Warganega,a Indoncaia, (sclanjutnya dinamaknn ''PEKERJA/WORKER").

Pr1nhrrt **K«'rJMll\1ajlkan** d•n PrkrrJ11 '"'thdu,i unluk 111rnand1ttl1111&anl J'rrJ•uJlen KerJn **bt•rdatiarkan hukun, d•11 prraturnn 11,•1·1111clanwll11y1u11r btirlaku di Malay,111 dtnl(•n 1y11rat clan ketentuan tll•it•I ht!rlkut:**

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\f11/,11· 1111t*lu"'' tJ1*,*1*·*d*,·gu/1111'011.,111•1/I, *tl1r /i>l/1>11•i,1 r,•,*1111 *and c,1ntll11u11,*

I. **·rt l\1P,\1' K RJA/ WORKl}f.,AC1'4!**

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b. **Pckurj11** hnnyu d1porbolchkon bckorjo unluk Pcmbcri Kcrja di lokU!il kcrJa yang bcrulamat di/

*l11do11t•sit111 M1gra11t IYo,Ja•r shill/ only ttfluwcd lo work will, Employer.\*

***at:LOT 16166 LORQNG HAJJ DARUS, JALAN PADANG TEMBAK,***

***36000 TBLUK INTAIV PERAK.***

'?. **MASA PERJANJlAN KERJA/ DURATION THE CONTRACT OF EMPLOYMENT**

1. Jnngka Waktu Perjanjian Kerja ini adalah l (saru ) tahun sejak tanggal perjanjian kefJa dengan kemungkinan perpanjangan paling lama I (satu) tahun berdasarkan kesepakatan bersam.a.

*The duration of this Employme,11 Contract shall be for I (one) yearsfroni the confirmation date*

*of the Employment Contract by both parties with the possibility of a maximum 1 (one) year extension based on mutual agreenient.*

1. Berdasarkan perserujuan bersama antara Pemberi Kerja dan Pekerja , Perjanjian Kerja dapat diperbarui, setidaknya 3 (tiga) bulan sebelum berakhimya masa berlaku Pas Lawatan Kerja Sementara (PLKS).

*Subject to mutual consent of the Employer and Indonesian Migrant Worker, the Employment*

*Contract may be renewed at least 3 (three) months before expiration of working visa.*

1. Dalam hal Perjanjan Kerja diperbaharui, Pemberi kerja dapat menaikkan upab\_ minimum Pekerja Migran Indonesia dengan mempertimbangkan performa kerja dan jumlah keselwuhan masa kerja Pekerja Migran Indonesia.

*In the case the Employment Contract is being renewed, the Employer may raise the minimum*

*wages of the IndoneJian Migrant Worker taking info account the work performance and the total working period of the Jndonesian Migrant Worker.*

1. Pembaharuan atau perpanjangan Perjanjian Kerja wajib/harus diberitahukan oleh Pemberi Kerja ke Perwakilan Republik Indonesia di Malaysia melalui sistem yang diajukan oleh Pemberi Kerja/majikan setidaknya 3 (tiga) bulan sebelum berakh.imya masa berlaku Pas Lawatan Kerja

Sementara (PLKS).

*The renewal or extension of the Employment Contract shall be notified by the Employer to the*

*Indonesian Mission in Peninsular/Sabah/Sarawak through the systenlionline submitted by the Employer al least 2 (two) months before the expiration of working visa.*

3. BATAS UMUR PEKERJAAN/ WORKER AGE LIMIT

Bata.41umur pekcrja yang dapat bckcrjo dalam progmm Rekalibrasi Tenaga Ke!Ja ini adalah minimal

18 tahun dan tergantung lulus tes k.esehatan (Fomema).

*The age limit for worur who can worlc in thi.r Labor Recalibration program is at least I8 years old*

*and depending on whether he/sht!passes the medical test (romcma).*



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IJc>r/..,•n.' *r11usr 11il ·,1,1•s b('h11ve polite(v. co11rleously u11d respecrjully to Employers or their rc'f'n ·t·111ati1'<•s, rollcagucs and the s11rro11ndi11g co111mu111ty.*

1. Pckerjn hnrus menghonnati budaya, tata-susila dan cam hidup masyarakat setcmpat dan hukum Malaysia.

*Employees must respect the culture and customs of the local wmm11nity and comply with applicable laws and regulations in Malaysia.*

1. Pckerja harus bekerja sesuai dengan jabatan dan tugasnya scperti yang tcrcantum dalam kontrak kerja dan Pas Lawatan Kerja Sementara.

*Employees must work according to their position and duties as stated in the emplo\_vmenl*

*contract and Temporary Work Visit Permit (PLKS).*

1. Pekerja harus mematuhi semua peraturan yang ditetapkan oleh syarikat seperti yang tertera di dalam buku peraturan clan syarat-syarat kerja serta peraturan yang dibuat untuk asrama syarikat sesuai aturan yang berlaku di Malaysia.

*Employees must comply with all rules set by the co,npany as stated in the rule book, working*

*conditions and regulations made for the company dormitory, in accordance with the applicable regulations in Malaysia.*

1. Pekerja tidak dibenarlcan membawa keluarga dan tidak dibcnarkan pula mcnikah dengan sessma pekerja atau deogan pekerja asing lainnya at.au dengan penduduk setempat tanpa izin

lchusus dari Kerajaan Malaysia.

*Employees are not allowed to bring their families and are not allowed to marry Je/Joy,• employee or other foreign workers or local residents without special pern1ission from the Malaysian government.*

b. Pckerja dapat diberikan sanksi atau dikenakan tindakan DISIPLJN jilca terbukti melanggar pcrjanjian kerja ataupun undang-undang di Malaysia.

*Employees may be given sanctions or be subject to disciplinary action if proven violating , ·ark agreements or laws in Malaysia.*

1. **TVGAS DANTANGGUNG JAWAB MAJIKAN (PEMBERI KERJA)**
	1. Majikan wajib membayar gaji dan tunjangnn pckerja setiap bulan dan paling lambat senap

tanggal 7 pada bulan berik:utnya disertni bukti pc1nbayarnn gaji sctiup bulan.

*Employers are required ro pay ,fa/aries and en1ployee benefitv every n1onth and no later than the 7th of the following month, along with the proof of paymt•nt of the n,onthly salary, to the worker's bank account.*

* 1. Majikan wajib mcngurus perpanjangan kontrnk kerjn yang disabknn oleb KBRI/KJRI sctiap

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* 1. l3Jtkan lldnl.. bolcb 1nc1npckc:tjnknn pckcrin sclarn dnnpada tugn.\ clan pekC1Jaannyu i;esuat

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*a<'<'<Jrdancc:\\'ith the worA contract u,1111i.!n,porary Work VI.HI Prr,nit (PLKS)*

* 1. **MaJ1knn** wajib bcrtonggung jowub mcnycd1okan pera.lotan dan perlengkapan kerja bagi kesclan1atnn pekct)O:;c nro cu1nn-Cumn

*En1ployen. m11st be responsible Jo pro111de work tools and equipme11t for the safety or workers.*

*/rtt of charge.*

* 1. Majikan harus mcnyedialcanwaktu bagi pekerja uotuk beribadab sesuai agamanya clan isttrahat yang cukup sc\ama jam kcrja scsuai dengan Undang-Undang Kctenagakerjaan.

*Employers are obliged to pro11ide opportunities for workers to perfonn worship according to their religion and adequate rest during 111orking hours in accordance with the Malaysian Employmenl Act.*

t) Majikan harus menyediakan akomodasi at.au tempat tinggal bagi pekerja dengan fasilitas keb1•tuhan dasar pekerja yang layak sesuai dengan akta standar minimum perum.ahan dan fasilitas pckerja 1990.

*Employers are obliged to provide accommodation or li11ing quaners for ernployees 1Yith basic needs facilities as stated in Jhe Employees• Minimum Standard of Housing, Accommodations and Amenities Act /990.*

1. Majikan harus membayar dan mcnangung biaya rekalibras levy, FOMEMA dan semua biaya pembayaran program rekaltl>rasi tenaga kerja dan tidak. ada \_pemotongan gaji at.au bayaran yang menjadi tanggungan pekerja.

*Employers are required to pay the recalibration fee, levy, FOMEMA and all other recalibration*

*program costs, and tnere are no salary deduction or any payments which are the responsibility of the workers.*

1. **Majikan** dilarang melakulc.an pemotongan gaji pekerja dan/atau meminta pekerja untuk membayar semua biaya pengurusan Rekalibrasi Tenaga Kerja termasulcbiyaa Rekalibrasi, Jev1•, proses, visa. FOMEMAatau biaya lain yang harus ditanggung rnajikan.

*Employees are prohibiJed from dedJJcting worker*•*s wages and/or asking workers to pay all*

*costs for ret:alibralion fee, levy, processing, visas, FOME}{A or any other costs that must be borne by the employer.*

1. Majikan atau pihak lain dilarang memegang dan menyimpan paspor pekerja dcngan aJasan apapun.

*Employers or any other parties are prohibited from holding and keeping employees' passports*

*for any reason.*

1. **Majikao harus** bertanggungjawab jilca pekerja bekerja tidak sesuai dengan posisi pekerjaan dan Pas **Lawatan Kerja** Semcntara dan majikan siap menerima sanksi hulcum atas pelanggaran terhadap Undang-Undang Keim1grasian dan/ atau Uodaog-Undang Ketenagakerjaan Malaysia.

*Employers ,nwt be responsible if the worker does not work in accordance•ith the job position and Temporary Work Yi.tit Permit (PLKS), and the employers are apt to accept the legal sanctions for violations of the Immigration Act and/or the Malaysian Employment Act.*

1. Majikan **berlanggungjawab** untuk menyelesaikan pembaya:ran biaya pcngobatan pekerja asing

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lng1,s:tkit, pecj11nJ1:in l..l.'tju tclah bcntkhir,menjnggnl dunia atau hdak lulw; Rekalibrasi Tenaga Kerja.

*Er11plo1,rr · ltrv reSfJOIISihle to pa;,for the costs of returning the foreign WfJrkertohis/her area of origina,ulreport ii lo the Embassy/Consulate General of the Republic of Indonesia, when it* i *c:onfir1ned that he/site has a dangerous disease, an infectious disease.illness.. is unable to work*

*an;•111ore, riteemployment contract has e-nded, deceased, or failed in the labor recalibration progra111.*

* 1. Majikan harusmengunis perpanjangan ko.ntrak kerja ke Kedutaaan atau Konsulat Indonesiajika

kedua pihak sepakat untuk memperpanjang kontrak kerja clan sebelum pengurusan perpanjangan PLKS.

*En,ployersshall arrange the extension of the e1nployment contract to the Embassy/Consulate General of the Republic of lndonesia if both parties agree to exten.d the ernployment contract and it·s prior to the processing ofTemporary Work Visit Permit (PLKS) extension.*

* 1. Majikan wajib mengi.kutkan pekerja pada Perkeso, asuransi kesehatan clan BPJS Ketenagakerjaan lndoncsia atau skema perlindungan. asuransi lainnya yang diwajibkan oleh pemerintah Malaysia bagi pekerja asing.

*Employers are required lo enroll their employees in Perice.so, health Insurance and Indonesian BPJS Ketenagakerjaan or other insurance protection schemes mandated by the Malaysian government for foreign workers.*

###### Majikan harus mengurus dan memperoleh Check Out Memo (COM) dari pihak Jabatan

{mjgresen Malaysia sebelum pekerja asing dipulangk.an ke dae.rab asal di Indonesia jika pekerja *tidak* Julus tes kesehatan (Fomema), tidak lulus visa kerja, atau telah selesai masa kontrak kerja sebeJum PLKS berakhir dengan semua biaya kepulangao ditanggung majikan.

*Employer must manage and obtain a Check Out Memo (COM) from Jabatan lmigresen Malaysia before the foreign worker is returned to hislhet place of origin in Indonesia if he/she does not pass the medical test (FOMEMA), working visa or if he/she completes the employment*

*contract before the end of PL.KS. •vith ail return costs borne by the Employer.*

* 1. Majikan harus melaporkan sctiap pckcrja yang lulus atau tidak lulus tes **kesehatan** (FOMEMA)

atau tidak Jufus program Rekalibrasi Tenaga Kerja ke Ked11taan Besar/Konsulat Jenderal Republik 1ndonesia.

# *Employer are required to report every worker who passes or fails the medical test (FOMEMA)* or fails the labor Recalibration program to the Embassy/Consulate General of the Republic of

*Indonesia.*

* 1. Majikan hams meJaporkan ke Kedutaan/Koosulat Indonesia jib pekerja kabur, sakit atau meninggal dunia.

# *Employers have to inform the Embassy/Consulate General of the Republic of Indonesia if the*

*workers run away, illness or pass away.*

* 1. Jiku Majiknn ttc.lnk n1clnporkan setiap pekerja yang lulus atuu tidak Julus program RTK dan t1ililk dipulangknn kc Indonesia kc Kcdu1oan Bcsar/Konsulat Jcndcml Republik Indonesia, maka mnjikan harus bertanggungJowab penuh tcrbadap pckerja selama berada d, Malaysia.

*ff Employer is faileJI to report to the E"1l,assy/Cons11late General of the Republic ()j Indonesia*

*of eacl, 1vorlc r n!/10 pas. es or fails the RTK program and he/her ,s not returned to Indonesia. then the Employer r,1ust take a full responsibility of the worker when he/she is ,n Malaysia.*

1. CAJl DAN MANFAAT/ SALARY AND BENEFITS
	* Gaji per *bulan/Salary per n1onth* RM 150000
	* Tunjangan makan/n1ea/ *allowance(if any)* RM0.00
	* Tunjangan *.k.ehadiran/attendant allolvance(if a,ry)* RM0.00
	* Tunjangan shill: *pagi/rnoming(if any)* RM0.00

Tunjangan shift *siang/afternoon(if any)* RM0.00

* + Tonjangan shift *malamlnight(if any)* RM 0.00
1. **PERHITUNGAN LEMBUR/ OVERTIME CALCULATION**

Pekerja yang bekerja lembur / over time, maka kerja lembur / over time-nya akao dibayar, dengan perhitungan mengikuti Undang-Undang Ketenagalcerjaan */di* Malaysia , dengan uraian sebagai berikut:

*Employee who works overtime, then the overtime wages will be paid based on the calculations wJuch is in accordance with the Malaysian Employment A.ct. as follows:*

1. Ordinary Rate of Pay {ORP) :

Gaji Bulanan

26

1. Hourly Rate of Pay (HRP) :

ORP

Working Hour per Day

8, WAKTU **BEKERJA** / WORKING HOURS

Pekerja bekcrja 8 (delapan) jam sebari atau maksimal selama 45 jam seminggu dan jadwaJ kerjanya

diarur oleb perusahaao dan harus sesuai dengan Undang-Undang K.etenagakerjaan Malaysia. *Working hours are 8 (eight) hours a day or maximum 4-5 (fony five) hours a week and the work sclredule is arranged by the C<Jmpany in accordance with the Malaysian Employment Act.*

1. CUTI **TABUNAN** *I* **ANNUAL LEAVE**

Perusahaan dapat memberikan cuti kerja. cuti tahunan berbayar atau cuti darurat kepada pckerja sesuai dcngan Undang-Uodang Kerajaan Malaysia yang berlalru di Semenanjung, Sabah dan Sarawak, sebagai berikut:

*The Company should provide the employee with paid leave* . *paid annual leave or emergency leave in*

*accordance with the Malaysian Employment Act which is applicable ill Se,nenanjung, Sabah dan Sarawak. as follows:*

* + **Pekerja** dibenarlcan cuti pulang kc Indonesia atas biaya sendin jilca ada kematian pada keluarganya sencfui

*Employ« is entitled to paid leave to return to Indonesia at his/her own expense when there is a*

*member of his/her own family passed away.*

###### Jangko \Vaklu coli adolah sosuni i1.in dan kcbijok11unaan pihak porusahaEln kepada pekerJa.

*The ,,aid lc•a1-e pt•riod is in accordance 1vitlt lltt• pt1r"1h,.',ir>n and dfs,·rction of tht• con,pany to the e111plo)'l'<!,*

######  Pckel)n harus mcngonfirmosi s1ntu'i keadoun lerscbut dengon mcnyerahknn bukli relegram/1>urat atnu s11rat kc1natinn/pemakn1nan kcpada piJ1ak perusahaan.

*The Vnrk r n11JSI confinn the emt-rgenCJ·'talus l1y delivering a teleg,·anrlletter infom1ing about tlie decl!ased or a cieath cert,j1cate to the company.*

## FASILITAS/ FACILl'rlES

##### Asrama/Accomodatlon

###### Pihak syarikat n1cnyediakun asrama yang lengkap untuk semua pekerja asing. Namun pihak syariknt perlu membuat pcraturan dan syarat-syarat bagi scmua penghuni yang tinggaJ *di* asratna syarikat sesuai dengan peraturan yang berlaku di Semenanjung, Sabah cl.an Sarawak.

*The Employer must provide accommodation/complete dormitories for all foreign workers. However, the Employer should making tire rules and conditions applied lo all res;dents livingin the said dorn1itories, which is in accordance to !he regulations applicable in Semenanjung, Sabah and Sarawak.*

###### Pekerja baoya dibenarkan tinggal di asrama yang disediakan oleb pihak syarikat dan dilarang menempati asrama selain dari yang telah ditetapkan.

*The Worker is only allowed to stay in the dormitory provided by the company and are prohibited from staying al olher dormitory than what has been detennilied*

###### Penghuni asrama yang tinggal di asrama syarikat, wajib menjaga semua perlengkapan yang disediakan agar tidak hilang ataupun rusak.

*The Worker vho lives in company dormitOT)' is required to talce care of all the eqllipment provided, prevents it /tom lost or any damages.*

###### **Pekerja** yang tinggaJ di asrama syarikat wajib menjaga perilaku, tata k:rama pergaulan clan

pakaian selama berada *di* asrama.

*The worker who lives in company dormitory is required to behave and maintain his/her social etiquette during their stay at the dormitory.*

###### Pengbuni asrama dilarang keras membawa teman. tamu ataupun saudara ke asrama, baik laki-laki ma:upun perempoan.

*The worker is strictly prohibited from inviting friends, guests or relatives back to lhe dormitory, both male and female.*

###### Pekerja wajib menjaga kebersihan rumahnya sendiri dan lingkungan sekitar asrama.

*Dormitory residents have to maintain the cleanliness of their house and surroundings.*

###### • Pemberi kerja/majikan ale.an membayar tagihan biaya listrlk clan air secara cuma--cuma

**sesua.i aturan yang berlalm.**

*The Employer will pay for the electricity a11d water bills free of charge according 10 the Ma/aysum regulation.*

##### TRANPORTASl/l'RANSPORTATION

###### Pemberi kerja/majikan barus menyediakan fasilitas pengangkutan Pckerja untuk keperluan mcngantar **pekcrja** dari a:1rama ke tempat kcrja dan seballilcnya, pengurusan paspor Pekcrja kc Kedutaan / Konsulat Indonesia, pcmeriksaan keschatan, berobat ke klinik atau run,ah sakit, dan pengantaran pulang Pckerja Migran Jndoncsia ke bandara di Malaysia.

*The Employers* ***are required*** *to provide transportation facilities for Indonesian MigranJ*

*Hor/..,.,,s /re,· o/ cJu11g1• /t·t11n IIH· tlor111/r1il11 to t/11• 11111rAphu·11 a11cl i•ire ''l!tft), prnre,\.\/ng /he JYntk,·r•.,./tu, p<1rt ar rhc• hn1ht1,\',\\'l('rJ11\llhl(t• (,1•n,•r11/ of l/11 U11n1/Jl/c /11rlo111•.Ha, ,11,.dical check­ up '(rt•c1tr111•111 at 1/11• J111.,111tat, 01 rfl111r,,* e11 11•t•l/ *a.,* 11/,,111 *1•1•11dl11g l11dr11u•.,ia11A1igrunt JflCJrk,•t1 hack homt lo lhtt ai,porls in Af<1la1•r1a*

*c.* **PERA\V,\'rAN l\11!:0IS/MEl>(CAL'fREA1'MEN'r**

Bag, Pon1bc-n kc1ja/n1f.\iil-.nn ynng tiduk n1cnycd1okun fi1s1l11u':IkJ1nik kcschntun maka Pekcrjn hon1s daput bl!robnl di klinik n1onu suJn yang tcrdckut dengan tokasi kcrja c.Jon semua biaya pcrawutan/pongobulnn ditunggung olch pernben kerjo/mnjik.an.

*For compor,i('" thut do r,ot pr<Jvide health rlinic flu·ifftles, the e1nploy<1r.t mu.rt guarantee that Ilic 1vorlwr is <1b/l' to get lreatn1e111/meJlcatio11at any health facilities closest to the work lc>cation and all tire costs are borne* h)•*the con1pn11y.*

Jlkn Pckerja s.akit dan harus dirnwu1 inap, pembcri kerja menyediak.an dan menanggung biaya perawatan dnu pengobatan. Pembayaran perawalan dan pengobatan akan ditanggung scpcnuhnya olclt pcrusahoan mcogikuti peraturan kerja yang berlaku di SemenanJung, Sabah d:ui Sacuwak.

*If tl,e 111orlrer gets sick and mwt be hospitalized, the company has to provide an:d bear the treat"1e11t/n1edication costs. The treatment/medication bill payment will be fully borne by the company in accordance with the worlc regulations applicable in Semenanjung, Sabah and*

*SaralVak.*

1. **PENYELESAIAN SENGKETA/DTSPUTE RESOLUTION**

Apabila terjad.i perbedaan pendapat (perselisihan paharn/salah pengertian) antara pemberi kerja/majikan dengan pekerja makaperlu dilakukan hal-hal seperti berikut

*fn the event of a dispute between the Employer and the Worker, the following niatters must be taken into consideration:*

Pi.hale pemberi kerja dan Pekerja akan bekerjasama melalui musyawarah untuk menyelesaikan masalah yangterkait.

*The Employer and Workers will work together through consultations to resolve the related i*.*ssues.*

Bila d.iperhikan pihak pemberi kerja akan merujuk kepada Jabatan Tenaga Kerja dan Jabatao Imigresen dan p.ibak ter.kait dari Kerajaan Malaysia atau. pihak Kedutaan atau Konsulat Jenderal Republik Indonesia di Malaysia.

*Jf necessary, the Employer may request directions to the Ministry of Labor and In1migroho11 or any other Malaysian government's departments or the Embassy/Consulate General of the Republic of Indonesia in Malaysia.*

Semua keputusan yang dibuat harus runduk clan mengikuti Undang-Undang Malaysia dan Kebija.kan Kedutaan/Konsulat Indonesia di Malaysia.

*All decisions made must comply with and follow the laws of Malaysia and policies from*

*Indonesian Mission in Malaysia.*

t 2. **PEMBATALAN VISA KER.JA (IZIN KER.TA) PEKERJA/CANCELLATION THE WORK**

**VJSA**

M.ajikan berhak membatalkan visa kerja/PLKS npo.bila ada kesalnhan dari Pckerja yang meJanggar undang-undang Kcrajaan Malaysia (tindakan kri.mjnal, Tari dari perusahaan dan sebagainya). Pemberi kerjs/majilcan wajib membcritahukan pihak KeduUlall / Konsulat Indonesia secepa1nyn.

*7'he Employer has the right lo cancel the working visa/PLKS if the v.•orkers a mistake which violates*

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* + Pcl'tll,,tan kcl)a d(ln nlal kc-selamntan kerja d1sediakan olch pcrusnha.1n scpcrh helmet, sepatu bot J.in sarung tnngnn dnn s..:suai dengan bidang pekcl'\_Jaannya bcrdasarkan undang-undang KernJuau Malaysia. Apobila hilang k!Ueoa sengaja, lalai atau rusak maka akan Pckel'\_Ja harus bcrt:llnggungja,veb.

*II ork C'q111j,ntent a11d work safety equipment provided by company such as helmets. boots, g/01-es. and are suitable for the field of work in accordance 1vitl, the Malaysian laws. ff it ·s lost or da111aged deliberately or accidentally, ii will be on the Workers responsibility.*

* + PeletJa tidak dibebankan biaya pengantian peralatan jika peralatan tersebut sudah tidak layak pakai dan bukan karena kesalahan pekerja.

*The JYorkers can not be charged for equipment replace111ent if the equipn1enl is no longer suitable for use and is not due to the worker's fault.*

1. **PEMBERHENTIAN PERJANJIAN KERJ'An'ERMINATION OF EMPLOYMENET CONTRACT**
	1. Pibak syarikat dapat membatalkan perjanjian pekerjaan ini sek.lranya seorang pekerja melanggar bal-haJ berikut sesuai peraturan kerja yang berlaku di Semenanjung, Sabah dan Sarawak:

*The Employers can cancel the Employment Contract if the Worker violates the following*

*matters, according to the working regulations applicable in Semenanjung. Sabah and Sartru•alc:*

### Tidak mencapai tingbt mutu kerja yang dikehendaki oleh PEMBER! KERJA.

*Not achieving the level of work quality required by the Employer.*

### Tidak mematuhi peraturan dan undang-undang yang ditet.apkan oleh PEMBERI KERJA.

*Failure to comply with the rules and regulations set by the Employer.*

### Kekerapan tidak hadir bertugas dan at.au hadir terlambat saat bcrtugas.

*Frequency of not showing up}or assignments and or being late for assignments.*

### Tidak jujur, ccroboh at.au lalai dan tidak bertanggungjawab semasa bertugas.

*Dishoneat, careless or negligent and irresf)Qnsible while <>n duty.*

###  Berkelakuan at.au mcnjalankan aktifitas yang dapat mengganggu kehannonisan, lcescjahtcraan, harta bcnda dao pcngcluaran syarikat serta pekcrja lain.

*Behaving or carrying out any activities that threaten., the harmony, welfare, pro rty and*

*production of the company and other workers.*

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P1h,1\.;, n1,1j1kan ut1111 l'ck1.:1J11 dnput n1cnghcnlikun ntnu 1ntmba1alkan kontrak kcrja scsua,

#### pl'ti.llun,u kcqn ung bcrluku th ScrncnnnJung, Subuh dun Suniwuk.

*111, F1111>lo1*l'' *c>r H'or l'f" ca11 lt'r111l,1r1I£' or ca11cc/ the E1npla1•n1enl Cnnlracl In accordance* ,,,

*1h,r·ork rt'i"l,lations tnforce in Sen1enanjung. Sabah antJ Sarawak*

1. **PE, Gll.\N'fARAN PULANG PEKERJA KE NEGARA ASAL**

#### .,. Pihak synrikat akan men1biayai sepenubnya biaya pcmulangan pekerja ke dacrah asal (place of ongin) d, Indonesia disebabkan olch Pekerja itu telah habis masa kontrak kerjanya, menmggal dunia dan kcsalahao pembcri kerja tidak mematul1i perjanjian kerja atau undangan-undang di

Malaysia:

*n,e Employer ,viii f11/ly bear the travel expenses of returning the workers 10 their place of*

*origin in l11do11esia when one of these condiJions applicable are the En,pioyment Contract has*

*expired.the Worker is passed a}vay and the Ernpioyer's mistake or not obey the employment contract or Malaysian laws attd regulation.*

#### b. Pihak Pemberi kerja tidak akan membiayai biaya transportasi pemulangan pekerja asing ke negnra asal jika disebabkan menderita penyakit berat dan menular (HIV/AIDS, Ilepatitis B. STD, Tubercolosis dan lain-lain sepcrti yang disahkan oleh ahli medis di Malaysia), dinyamkan bersalah berdasarkan bukum pidana, Mempunyai dan terlibat di dalam masalah sosial,pMeogakhiri kontrak kerja sebelum masa be.rlakunya selesai,PemuJangan disebabkan tidak dapat menjalankan tugas sesuai dengan tingkat yang dikchcodaki dan ditentukan oleh syarikat walaupun telab diberi bimbingao dan instruksi serta jangka waktu yang wajar. menguodurkan diri,

*However. the Employer •viii not be financing the transportation costs of fore1g11t'l'Orkers returning to his/her country of origin, when he/she suffering fron1 serious and com,nunicable di.,eases (HIV/AIDS, Hepatitis B, STD, Tubercolosis and others confirn1ed by ntedical experts in Malaysia}, found guilty under the criminal law.H(JVir,g and being i11volveci in SOC'ial 1ssuea,termination the employment contract before its validity period ciHe,repa,riation clue to the failure to carry out duties according to the level ,lesire,I ancl deter111i11ed by the ro111pu11),, despite being given guidance anti instruction as well a.\ a reasonable f>enocl of li"u·,resign.*

## J6. PENYEl,ESAIAN SENCKl<:'l'A / DISPUTE RESOLUTION

#### Sctiap perselisihan yang timbul antnn1 Pcmbcn Korju dnn Pckcrjo Mlgran Indonesia wuj,b

**dil;cleiLaikan liCC1tra** damai melnlui n1u11yawarah 11ntar pihnk.

*Any dupufe ari.ring btttw,•e11lht! /(111pioyc•r aT1<l the ln1/011t•sian 1.1,grafll JJ'orAer shall b,• re.i;o/ved amicably through nego1/11tion het YC'C!n /Jt1rl1es,*

####  **Dalam** hal tidak terdapat penyelesuiun at.os pcrsclisihan tcrscbut, muku salnh sutu ntuu kedua pihak yang berpcrkara dapat n1cmbawa pcrsolisihun hubungan kcrju n1crckn tcrscbut kcpada

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Semua isi perjanjian kerja ini telah dibaca oleb kedua pihak da.n ditandatangani deogan persaksian di antara PEKElUA dengan PEMBERJ KERJA/MAJIKAN.

*The entire contents oj'this En1p/oyme11t Contract have been read and signed by bothparties, the WORKER*

*a11d the EMPLOYER.*

##### PEMBERI KERJA/MAJIKAN.

•

Nama : MADLHA BINTI AHMAD

Kontalc No : OJ 7673l980

PEKERJA

-

Nama: nadiya

MELETUP ENTEl",-RISE

IIP001828303·Dl

Loi 1116i, Lorong Hj Darus, J•lan Padang T mb1k,

**SAKSliOOO**Te1uk lnt•n. **flt r•k**

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Nama: \4uP.vL rf\,wA e,, ,, ,\i \l\.. P. $\\\1)

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