

**MOH Holdings**  
**MOH Holdings Pte Ltd (Reg No: 198702955E)**

**1 BENEFITS FOR RESIDENTS**

1.1 All benefits granted by the Company hereunder are on the understanding that such benefits or the value thereof do not constitute any part of your remuneration, and such benefits may be varied from time to time or withdrawn entirely without prior notice and at the absolute discretion of the Company.

**2 SALARY**

2.1 Post Graduate Year 1 Residents (House Officer equivalent) will receive a salary of S\$2,690.00 per month.

2.2 Post Graduate Year 2 Residents (Medical Officer equivalent) will receive a salary of S\$3,600.00 per month

**3 EXGRATIA PAYMENT**

3.1 You will also be eligible for an exgratia payment, if any, to be declared each year. This exgratia payment is based on the Company's financial performance, and/or its subsidiaries' financial outcome, and shall be paid provided that you are still within the employ of the Company at the time the payment is to be made out.

**4 MEDICAL MALPRACTICE INSURANCE AND INDEMNITY**

4.1 As a practising doctor, it is your personal responsibility to ensure that you hold a valid medical malpractice insurance cover for yourself throughout the entire period of your employment with the Company. Should you fail to maintain such insurance cover at any particular time during your employment with the Company, the Company shall have the right to terminate your employment with immediate effect. You must further agree to fully indemnify the Company in respect of any losses, claims, damages, costs and expenses that the Company may suffer or incur arising from legal suits brought against the Company related to your failure to maintain a valid medical malpractice insurance cover.

**5 BENEFITS FOR FOREIGN HIRES**

5.1 The Employee will be entitled to make a one-time claim for relocation expenses for the transportation of personal effects.

5.2 The Employee will be paid a monthly housing allowance (inclusive of the leasing costs of furniture) to help defray in full or in part the cost of housing. This is a uniform rate independent of the size of the Employee's household. You shall be responsible for all transport insurance.

5.3 Upon arrival in Singapore, a one-time Settling-In Allowance will be paid. If the spouse is already residing in Singapore or if the spouse is not accompanying the staff to Singapore, then the staff shall only be eligible for Settling-In Allowance at the single rate.

5.4 In the event that you leave or are terminated by the Company before the expiry of the contract, you shall reimburse the above-mentioned expenses paid for by the Company on a pro-rated basis.

5.5 The Company shall provide an economy class air-ticket for you, your spouse and unmarried, dependent children under age 18; up to a maximum of 4 adult fare. The reimbursement of the air ticket (to be supported by original receipts) must be made within four (4) weeks after the date of joining the Company.

5.6 Transport will be by the most economical and direct route from the country of hire (not necessarily be the country of origin) to Singapore. Upon successful completion of the contract, the Company will similarly provide the return air-ticket (one-way economy

class) for you, your spouse and unmarried, dependent children under age 18; up to a maximum of 4 adult fare. In a situation where you are not returning to the country of hire upon completion, then the Company will reimburse up to the maximum of the equivalent airfare from Singapore to the country of hire or your home country, whichever is lower.

- 5.7 However, the return air-ticket will not be provided when you obtain Singapore Permanent Residence (SPR) status during your employment with the Company.

## **6 PRACTICING CERTIFICATE**

- 6.1 The Company will pay for the costs of your practicing certificate and medical malpractice insurance for you to work at all public healthcare institutions under MOHH.

## **7 ANNUAL LEAVE**

- 7.1 PGY1 shall be entitled to 21 working days per calendar year. PGY2 and above shall be entitled to 24 working days per calendar year.
- 7.2 The annual leave will be pro-rated according to completed calendar days where your period of service with the Company is less than a calendar year.
- 7.3 Such leave is to be taken at times convenient to the Company and not be accumulated without the prior written permission of the Company. Any unconsumed leave will be forfeited upon completion of each posting period.

## **8 TRAINING BENEFITS**

- 8.1 You will be required to attend training courses as and when deemed necessary by the Company/Sponsoring Institution/Hospital. The Company may impose a service obligation for sponsorship of certain attachment or training courses depending on the cost and duration of the course, in accordance with prevailing Company policy.
- 8.2 Training leave will be approved by the reporting officer to attend formal, structured training courses organized and offered by the Sponsoring Institutions/ Hospitals.

## **9 MEDICAL/HOSPITALISATION BENEFITS CO-PAYMENT SCHEME**

You and your family shall be entitled to the Company's Medical and Hospitalization Benefits Co-Payment Scheme as provided herein: -

- 9.1 "Family" for the purpose of this clause means: -
- 9.1.1 Your spouse who is unemployed and who does not enjoy medical benefits provided by his/her past employer, or if employed, is not entitled to medical benefits provided by his/her current employer; and
- 9.1.2 Your dependent children including step-children and legally adopted children who are under the age of 18 years and who are not provided with medical benefits by the current or past employer of your spouse.
- 9.2 The Company's Medical and Hospitalization Benefits Co-Payment Scheme includes the following: (Documentary proof of payment must be attached.)
- 9.2.1 Outpatient Treatment
- 9.2.2 Outpatient Specialist Consultation
- 9.2.3 Hospitalization Fees
- 9.3 Pre-existing Illnesses The Company's Medical & Hospitalization benefits Co-payment Scheme shall not cover any of your pre-existing illnesses.

**10 DENTAL BENEFIT**

10.1 You are entitled to dental treatment expenses at any dental clinic for preventive and restorative treatment. Your family is not entitled to any such benefits.

**11 SICK/HOSPITALISATION LEAVE**

You are eligible for Sick/Hospitalization Leave as follows:-

11.1 Sick Leave 14 working days per calendar year.

11.2 Hospitalization Leave 46 working days per calendar year. Where excess hospitalization leave is required, the unconsumed sick leave can be utilized as hospitalization leave.

11.3 Leave granted by a dental officer is considered as medical leave. Half day medical leave applications are not allowed.

**12 MARRIAGE LEAVE**

Upon confirmation, you shall be eligible for three (3) working days of marriage leave upon your marriage. This must be consumed within one (1) year from the date of registration of marriage. Such leave must be continuous and half day applications are not allowed.

**13 MATERNITY LEAVE (FOR FEMALE EMPLOYEE ONLY)**

Subject to a minimum of ninety (90) calendar days of continuous service and provided you are still in the employment of the Company, you shall be eligible for sixteen (16) weeks of paid maternity leave per occasion of child birth up to four (4) living children. For non-Singaporean births, maternity leave will be eight (8) weeks up to two (2) living children.

**14 PATERNITY LEAVE (FOR MALE EMPLOYEE ONLY)**

Upon confirmation, you shall be eligible for three (3) working days of paternity leave on the occasion of your wife's first four (4) deliveries. The leave must be taken within one (1) month of the child's birth. Half day applications are not allowed.

**15 ENHANCED CHILDCARE LEAVE**

If you have a Singaporean child under the age of seven (7), you will be eligible for six (6) days of paid childcare leave per year, of which two (2) days are subsumed under the Family Care Leave. To qualify, you must have at least three (3) months of continuous employment. Half day applications are not allowed.

**16 NEW UNPAID INFANT CARE LEAVE**

You may apply for up to six (6) days of unpaid infant care leave per year if you have any Singaporean child under the age of two (2). To qualify, you must have at least three (3) months of continuous employment. Half day applications are not allowed.

**17 COMPASSIONATE LEAVE**

The Company shall grant paid compassionate leave of up to a maximum of three (3) continuous calendar days (start from the day when death occurs and up to the last day of funeral/day for ash collection) per occasion in the event of the demise or three (3) working days in the event of critical illness of any of the following relatives of the employees: -

- a. grand-parents
- b. grand-parents-in-law
- c. parents
- d. parents-in-law
- e. spouse
- f. children
- g. siblings

17.1 Compassionate leaves are non-cumulative and half day applications are not allowed.

17.2 For the purpose of this clause, critical illness refers to a patient on a hospital's dangerously ill list.

**18 FAMILY CARE LEAVE**

Upon completion of three (3) months of continuous employment with the Company, you shall be entitled to three (3) working days of paid family care leave to take care of immediate family members who are unwell. Immediate family members under this clause refer to parent, parent-in-law and child below the age of twelve (12). Any unutilized family care leave may not be carried forward to the next year or encashed. Half day applications are not allowed.

The total of Compassionate and Family Care Leave shall not exceed seven (7) working days per year.

The total number (combined) of Family Care Leave, Enhanced Childcare Leave and Compassionate Leave cannot exceed ten (10) working days per year.

**19 PUBLIC HOLIDAY**

19.1 You will be entitled to the gazetted public holidays in Singapore.

19.2 You are not entitled to any additional remuneration for overtime work or for work on rest days.

**20 TRAVEL INSURANCE**

Travel insurance will also be provided when you travel on official business on behalf of the Company or as approved by the Company.

**21 GROUP TERM LIFE & PERSONAL ACCIDENT INSURANCE**

21.1 Group Term Life Insurance

The Company will provide a Term Life insurance coverage to employees effective only upon confirmation.

Coverage covers death and permanent disability and is subject to the acceptance by the insurance company and the terms and conditions of the policy. The coverage is worldwide, on a 24-hour basis and sum is 12 months of the total base salary. Any expenses incurred beyond the insurance coverage will be borne by employees.

21.2 Group Personal Accident Insurance

The Company will provide a Group Accident insurance coverage to employees effective only upon confirmation.

Coverage is subject to the acceptance by the insurance company and the terms and conditions of the policy. Coverage covers death and permanent disability, except suicide, self-injury, war participation in riots & competitive racing of any kind. The coverage is worldwide, on a 24-hour basis. The coverage for executive staff is 36 months of the total base salary and for non-executive staff is 12 months of the total base salary. Any expenses incurred beyond the insurance coverage will be borne by employees.

**22 WORK INJURY COMPENSATION INSURANCE**

Employees are covered under the Work Injury Compensation Insurance that covers against work-related death and disability in accordance with the provisions of the Work Injury Act.