

# **CONTRACT OF EMPLOYMENT**

**BETWEEN**

**C & I LEASING PLC**

**AND**

**ADELAKUN IDOWU TUNDE**

**DATED: JUNE 1<sup>ST</sup>, 2022**

**THIS AGREEMENT** is made on the **1<sup>st</sup> Day of June 2022** BETWEEN **C & I LEASING Plc**, a company duly incorporated under the laws of the Federal Republic of Nigeria whose registered office is at Off BiPEla Durosinmi Etti Drive, Lekki Phase 1, Lagos, Nigeria (hereinafter referred to as '**the Company**');

**AND**

**(ADELAKUN IDOWU TUNDE)** domiciled at **C22, Cooplag garden estate, Eleganza, Lekki.** (Hereinafter referred to as **PROJECT ENGINEER**)

**WHEREAS**

**PURPOSE**

This contract sets out the terms and conditions of your employment with the Company as at **June 1<sup>st</sup>, 2022** and supersedes all previous arrangements or agreements whether oral or in writing between you and the Company in relation to the matters dealt with in it.

**NOW THIS AGREEMENT WITNESSETH** as follows:

### **1. Definitions and Interpretation**

In this agreement

- 1.1. 'Subsidiary' means a subsidiary or affiliate (as defined by the Company and Allied Matters Act) for the time being of the Company.
- 1.2. "Company" will mean Company and all Affiliates of the Company.
- 1.3. "Company Business" will mean the business and technical activities, products and services, and operations of the Company as presently conducted, included plans for expansion of the same, and such other additional activities, products and services, and operations as may be conducted or planned at any time during the Employment Period.
- 1.4. 'The Management' means the management for the time being of the Company.
- 1.5. 'The **Internal Auditor**' means the **PE** for the time being of the Company or the **PE's** representative.
- 1.6. 'Confidential Information' means information or data, whether in oral, graphic, written, optical, electronic, machine readable, hard copy or any form, possessed by, used by, or under the control of the Company that is not generally available to the public. Confidential information includes but is not limited to inventions, designs, data, PEurce codes, object code, programs, other works of authorship, techniques, ideas, discoveries, technical marketing and business plans, clients lists and details, customers, suppliers, pricing, profit margins, costs (finance and financing details) relating to the business, affairs of the Company, or any subsidiary/affiliates for the time being confidential to it, (or to them) and trade secrets (including without limitation technical data and know-how) relating to the business of the Company.

- 1.7. “Data” means any piece of information, representation of facts, concepts, or instructions in a formalized manner suitable for the communication, interpretation, or processing by humans or by automatic means. Any representation such as characters or analog quantities to which meaning is or might be assigned.
- 1.8. ‘Incapacity’ means any illness or other like cause incapacitating the **PE** from attending to the duties assigned.
- 1.9. ‘Intellectual Property’ includes letters, patent, trade dress, trade names, trade-marks whether registered or unregistered or unregistered design utility models copyrights including design copyrights registrations or applications for any of the foregoing and the right to apply for them or any part of the world discoveries creations inventions or improvements upon additions to an invention confidential information know-how and any research effort relating to any of the above mentioned business names whether registered or not moral rights and any similar rights in any country.
- 1.10. Unless the context otherwise requires word importing on gender include all other gender and words importing the singular include the plural and vice versa.
- 1.11. “Work Product” means any and all discoveries, original works of authorship, Intellectual Property rights, developments, improvements, formulas, techniques, concepts, data and ideas made, created or reduced to practice by you, either alone or jointly with others, that (i) results from work performed by you for the company or are created in the course of your employment (ii) are made by use of confidential information or are made, conceived or completed, wholly or in part, during hours in which you are employed by the Company, or (iii) are related to the Company Business or the actual or demonstrably anticipated business plan, research or development of the Company.
- 1.12. “Restriction Period” will mean during the period of your employment with the Company and for a period of one (1) month following the date on which you disengage from the employment with the Company regardless of the cause.
- 1.13. Any reference to a statutory provision shall be deemed to include a reference to any statutory modification or re-enactment of it.
- 1.14. The clause headings do not form part of this agreement and shall not be taken into account in its construction and interpretation.
- 1.15. Any reference to the **PE** shall, if appropriate include the **PE**’s personal representative.
- 1.16. Reference in this agreement to any clause, sub-clause schedule or paragraph without further designation shall be construed as references to the clause sub-clause schedule or paragraph of this agreement **PE** numbered.
- 1.17. Point of origin and employment means where the **PE** lives.

## 2. Appointment and Terms of Employment

- 2.1. The employment of the **PE** commences on **June 1st, 2022**, or on a later date on which the **PE** is present for duties at the offices of the Company after signing of the contract by both parties.

**Clause 10.1. shall also apply.**

2.2. The Company shall have the discretion to terminate the **PE**'s employment lawfully on notice less than required by clause 2.3 by paying the **PE one (1) month gross salary**; should the Company exercise its discretion to terminate in this manner. All the **PE**'s post termination obligations contained in this agreement in particular the confidentiality provision and restrictive covenant in clauses **12, 14, 15, and 17** shall remain in full force and effect.

2.3. The Company reserves the right to extend the probationary period for better assessment of the **PE**'s performance. The **PE** will be notified in writing if the Company extends the probationary period.

2.4. The **PE** shall not be eligible to apply for any form of Loan or request for references until after confirmation and upon completion of one (1) year with the company.

### **3. Job Title and Reporting Duties**

The Company appoints the **PE** and the **PE** agrees to act and carry out duties as specified in the **PE**'s job description and as directed by the **PE**'s supervisor or any of the **PE**'s **supervisor's** authorized representative and/ or any such person in other capacity as the Company may from time to time reasonably directs on the terms of the agreement.

3.2. At any time during any period of notice of termination (whether given by the Company or the **PE**), the Company shall have the right in its absolute discretion to assign reduced or alternate duties or no duties at all to the **PE** and shall be entitled to require the **PE** to act at the direction of the Company including the right to exclude the **PE** from its premises and/or prevent the **PE** from discussing its affairs with the Company's, business relationships, employees, agents, clients or customers.

3.3. If the Company exercises its rights under this clause, the **PE**'s entitlement to salary and other contractual benefits shall continue subject always to the relevant scheme or policy relating to such benefits. For the avoidance of doubt at all time during such periods, the **PE** shall continue to be bound by the same obligation to the Company as were owed prior to the commencement of the notice period.

3.4. The **PE** shall carry out the duties assigned and exercise the powers jointly with any other employees appointed by the Management to act jointly with the **PE**.

3.5. The Company reserves the right to require the **PE** to change the job description or to require the **PE** to perform a different job consistent with the **PE**'s status and any such change will not constitute a change of terms of the **PE**'s employment.

### **4. Place of Work / Transfers**

4.1. The **PE**'s primary place of work shall be in **Lagos**. However, the Company reserves the right to change this to any place that will meet its business needs or any place in which the **PE** may be required for the proper performance and exercise of the **PE** duties. The **PE** may also be required to work on a temporary or permanent basis at any other of the Company's premises or transferred to any of the MRS Group subsidiaries/affiliates anywhere in the world. Where the **PE** is transferred to another subsidiary/affiliate in another country, the remuneration and benefits has contained in the **PE**'s employment in the country of origin shall remain.

## 5. Remuneration and Benefits

- 5.1. The **PE** shall be paid an annual gross salary of 2,300,00.00 (**Two Million, Three Hundred Thousand Naira as Gross Salary in Words**) payable for the year.
- 5.2. The Company will deduct from the **PE's** salary and any other additional compensation applicable Federal, State and the governmental authority may from time to time require local income taxes, and any other such taxes as applicable.
- 5.3. The Company shall provide health insurance administered through a Healthcare Management Organization (HMO) under the Company's retainerhip for the **PE**, spouse and four (4) dependent biological children not over the ages of 18. The terms and conditions of the medical are as per Company policy. The **PE** shall be required to complete a mandatory annual comprehensive health check as provided by the Company and the completion of the health check shall be considered as a performance appraisal requirement.
- 5.4. The **PE** will be covered under the Company's Group Life Insurance Scheme and Employee Compensation Scheme.

## 6. Holidays

- 6.1. The **PE** is entitled to **15 working days** holiday each calendar year completed in the employment of the Company, after 12 months of the **PE's** employment. However, after the completion of 6 months' probation, accrued leave days shall be applicable. Holidays must be taken at times convenient to the Company and sufficient notice (6 weeks) of the intention to take the holiday must be given to your reporting officer to be taken at a time or times convenient and mutually agreed with the Company.
- 6.2. Holidays are to be utilized as at the time due and may not be carried into the next calendar year except by approval in writing from the reporting officer; this will only be approved based on extreme business exigencies. Leave encashment, leave buy backs and/or using leave period as part of the employment notice period are not allowable under MRS Policy as we strive for a work life balance.

## 7. Absences

- 7.1. If the **PE** is absent from work for any reason and her absence has not previously been authorised by the **PE's** Line Manager, the **PE** must inform the Line Manager before 8.00am on the first day of absence.
- 7.2. If the **PE** is absent from work due to ill health or injury, which continues for more than 48 hours, the **PE** must provide the Company with a medical certificate from the HMO.
- 7.3. The **PE** shall continue to be paid during any period or periods of absence due to incapacity based on medical grounds (such payment to be inclusive of any statutory sick pay or benefits to which the **PE** may be entitled) for a total of up to 12 weeks, however the Company' medical policy shall be applicable.

## 8. Time and Attention

The **PE's** normal hours of work are 8.00am to 5.00 pm Monday- Friday. However, the exigencies of the business could sometimes require the **PE** to work outside of these hours in the course of performing her duties.

During the continuance of the employment under this agreement, the **PE** shall unless be prevented by incapacity, devote to the business of the Company all the time and attention that the Company will deem to be necessary to properly perform the duties assigned and obligations under this contract.

The **PE** shall not without prior consent of the company or its representative:

- 8.1. engage in any other business.
- 8.2. be concerned or interested in any other business of a similar nature to or competitive with that carried on by the Company or any of its Subsidiaries or which is a supplier or customer of the Company or any of its Subsidiaries in relation to its goods or services.

## 9. Termination of Contract

- 9.1. The Contract of the **PE** under this agreement can be terminated by the Company by giving the **PE** one (1) month notice in writing prior to completion of the **PE**'s six (6) months' probation which commences from the first day of employment.
- 9.2. After confirmation of employment, one (1) month notice or payment of one (1) month gross salary shall be applicable in lieu of notice.
- 9.3. Should the Company exercise its discretion to end the contract in this manner, all of the **PE** post termination obligations contained in this agreement shall remain in full force and effect.
- 9.4. If during the **PE**'s employment under this agreement the **PE** ceases to be the **PE** of the Company, (otherwise than by reason of death, resignation or by statute or court order), the **PE** employment shall continue and the terms of this agreement shall continue in full force and effect; and the **PE** shall have no claims against the Company in respect of such cessation.
- 9.5. If on the date the **PE** leaves, there are sums owed by the **PE** to the Company, these will be computed on a prorata basis and deducted from the final salary payment due to the **PE**, which the **PE** hereby authorises.
- 9.6. Notwithstanding the above, the Company is entitled to terminate the employment of the **PE** by summary notice in writing and without payment in lieu if the **PE** has:
  - 9.6.1. Committed any serious breach of repeated or continued (after warning) any material breach of the **PE** obligation hereunder.
  - 9.6.2. Been guilty of conduct tending to bring the Company into disrepute.
  - 9.6.3. Failed to perform the duties to a satisfactory standard after having received a written warning from the Company relating to the same.
  - 9.6.4. Committed theft.
  - 9.6.5. Committed fraud or misrepresentation of accounts.
  - 9.6.6. Damaged Company property maliciously.
  - 9.6.7. Falsified attendance or sickness records.
  - 9.6.8. Consumed or distributed narcotics or alcoholic beverages on the Company premises.
  - 9.6.9. Committed any criminal or civil acts prejudicial to the Company whether or not committed in the course of employment.
  - 9.6.10. Abandoned the duties assigned without permission from the Company.
  - 9.6.11. Committed any offence of a similar gravity to the examples above, as these examples are neither exclusive nor exhaustive.

## 10. Resignation

- 10.1. The **PE** shall resign in writing and give such letter to the Head of Human Resources. The **PE** shall be required to give **one (1) month** notice stating the intention to resign from the Company. **A serving notice not less than one (1) month by the PE shall be compulsory.** The Company shall require the **PE** to serve out the notice period unless it decides to waive its rights. Annual leave days shall not be accepted in lieu of notice.
- 10.2. Upon resignation from the Company under this Agreement, any other appointment, or appointments in the Group or on the Board of any of the entities of Subsidiaries of any Company under the Group shall automatically be terminated.
- 10.3. The **PE** shall at the request of the Company, resign immediately from the Company as the **PE** of the Company and from any other offices held by the **PE** in any subsidiary as may PE be requested without claim for compensation. In the event of her failure to do PE, the Company is irrevocably authorized to appoint some **person** in the **PE's** name and on the **PE's** behalf to sign and deliver such resignation to the Company (and to each subsidiary of which the **PE** is at the material time a **PE** or other officer).
- 10.4. The **PE** shall not represent herself to be affiliated with the Company (or any of its Subsidiaries) at any time or thereafter without the written consent of the Company.
- 10.5. If the **PE** is indebted to the Company, these amounts will be computed on a pro-rata basis and deducted from the **PE's** final benefits before the **PE's** final payments, which the **PE** hereby authorizes.

## 11. Summary Dismissal of Employment

The **PE** may be dismissed without notice or payment in lieu of notice:

- 11.1. If the **PE** is guilty of any gross default or misconduct in connection with or affecting the business of the Company or any Subsidiary to which she is required by this agreement to render services.
- 11.2. In the event of any serious or repeated breach (after warning) or non-observance by the **PE** of any of the stipulations contained in this agreement.
- 11.3. If the **PE's** is convicted of any criminal offence (other than an offence under road traffic legislation in the Nigeria or otherwise for which a fine or non-custodial penalty is imposed).
- 11.4. If the **PE** is found guilty of any fraudulent act or misconduct tending to bring the Company into disrepute.
- 11.5. If the **PE's** is convicted of an offence under the Criminal Justice Act 1993 Pt V or under any other present or future statutory enactment or regulations relating to insider dealings.
- 11.6. If the **PE** is found to be under the influence of alcohol, drugs or narcotics whilst at work.
- 11.7. If the **PE** is found to be engaged in practices, the company terms as unethical.
- 11.8. If the **PE** physically assaults employees or other persons while on duty at the Company premises and/or facilities.
- 11.9. In the event of any deliberate or careless conduct endangering the safety of self or other employees.

- 11.10. In the case of gross insubordination and/or continuing refusal to carry out legitimate instructions.
- 11.11. If the **PE** is guilty of any breach of HSE violations leading to serious injury not excluding death.

In dismissal cases, no benefits due to the **PE** will be paid.

## 12. Social Media Responsibility

- 12.1. The **PE** shall not discuss or share personal opinions about the company's product and services on social media whether on a general or personal platform.
- 12.2. The **PE** is also not allowed to take pictures of the Company' terminal/location and upload on any site/social media platform.
- 12.3. While the **PE** is engaged in such, the **PE** may face disciplinary actions (up to termination of employment) for her action, especially where such opinions are misconstrued by a third party and put the Company's image into disrepute. This also includes sharing information or discussing matters concerning management staff within the Group.
- 12.4. Upon the exiting of the **PE** from the company, the **PE** must change the employee profile status on all social media platforms indicating that the **PE** is no longer working at MRS.

## 13. Intellectual property

- 13.1. The parties foresee that the **PE** may make some discoveries or create intellectual property in the course of the **PE** duties under this agreement and agree that in this respect the **PE** has a special obligation to further the interests of the Company.
- 13.2. Subject to the provision of the Patent Act 1977 and the Copyright Design and Patent Act 1988, if at any time during the **PE**'s employment under this agreement, the **PE** makes discovery or participates in the making or discovery of Intellectual Property relating to or capable of being used in the business for the time being carried on by the Company or any of its Subsidiaries, the full details of the Intellectual Property shall immediately communicated by the **PE** to the Company and shall be the absolute property of the Company.
- 13.3. At the request and expense of the Company, the **PE** shall give and supply all such information data drawings and assistance as may be requisite to enable the Company to exploit the Intellectual Property to the best advantage and shall execute all documents and do all things which may be necessary or desirable for obtaining patent or other protection for the Intellectual Property or desirable for obtaining patent or other protection for the Intellectual Property in such parts of the world as may be specified by the Company and for vesting the same in the Company or as it may direct.
- 13.4. The **PE** irrevocably appoints the Company to be the **PE**'s attorney in the **PE**'s name and on the **PE**'s behalf to sign and execute any such instrument or do such thing and generally to use the **PE**'s name for the purpose of giving to the Company (or its nominee) the full benefit of the provisions of this clause and in favour of any third party, a certificate in writing signed by any director or the secretary of the Company that any instrument or act falls within the authority conferred by this clause shall be conclusive evidence that such is the case.
- 13.5. If the Intellectual Property is not the property of the Company, the Company shall subject to the provisions of the Patents Act 1977 have the right to acquire for itself or its nominee the **PE**'s rights in the Intellectual Property within three months after disclosure.

## 14. Confidentiality and Non-Disclosure

- 14.1. The **PE** is aware that in the course of employment under this agreement she will have access to and be entrusted with information in respect of the business and financing of the Company and its dealings transactions and affairs and likewise in relation to its Subsidiaries customers or clients all of which information is or may be confidential.
- 14.2. The **PE** shall not, either during this appointment or thereafter, make use of (and shall use the best endeavors to prevent the publication or disclosure of) any confidential information to the detriment or prejudice of the Company or any other company within the Group (as defined below) or any of its officers, shareholders, key contacts or clients or, except in the proper course of the **PE's** duties or as properly required by law, divulge to any third party, whether a person or a firm or company, or otherwise make use of any trade secrets or Confidential Information (as defined below) which may come to **PE's** knowledge during the course of the **PE's** employment with the Company.

The **PE** acknowledges and understands that this undertaking includes an agreement not to publish any such matter in any book, newspaper, periodical or pamphlet or by broadcast on television, cable, satellite, film or any other medium. This restriction shall continue to apply after the Termination Date without limitation in time, but shall cease to apply to any information or knowledge, which subsequently comes into the public domain, other than by way of unauthorized disclosure by the **PE's** representative. No disclosure will be deemed to be authorized, until the Company or its representative has agreed it in writing.

In this clause the following words and expressions shall have the following meanings unless the context otherwise requires.

## 15. Confidential Information

- 15.1. You are required to maintain strict confidentiality during the period of the contract of employment with the Company. The **PE** agrees to protect confidential information of the Company and will not, directly, or indirectly, use or disclose any confidential information. The **PE** shall not disclose this agreement or any of its terms or provisions, directly or by implication, except to members of the **PE's** immediate family and to the **PE's** legal and tax advisers, and then only on condition that they agree not to further disclose this agreement or any of its terms or provisions to others. Furthermore, the **PE** agrees not to divulge, furnish, or make accessible to anyone any confidential information of the Company, without the express authorization of the Company. This includes without limitation, the nature of our business operations, identity of customers, clients, suppliers, financial information, and other sensitive information of the Company.
- 15.2. Any details of the requirements of contractors (whether they are buyers, producers, suppliers or other contractors) of the Company or any other company within MRS Group, including without limitation, the terms of the business with them and the fees and commissions charged to or by them;

Details of: -

Any marketing, development, pre-selling or other exploitation of any property or ideas or other rights of the Company or any company within the Group, which has taken place in the period of 24 months preceding the Termination Date.

- 15.2.1. Any proposed options or agreements to purchase, lease or otherwise exploit any property of the Company or of any company in the Group.
- 15.2.2. Any business plan which is under consideration for development by the company or any company in the Group in the 24 months preceding the Termination Date.

15.2.3. Details of any advertising, marketing, or promotional campaign which the Company or any other company within the Group is to conduct.

Any information relating to:

15.2.3.1. Expansion plans, business strategy, marketing plans and sales forecasts of the Company or any other company in the Group.

15.2.3.2. Financial information, results and forecasts of the Company or any other company in the Group.

15.2.3.3. Details of the supervisor and officers of the Company or any other company in the Group and of the remuneration and other benefits paid to them.

15.2.3.4. Any information relating to tenders, projects, joint ventures or acquisitions and developments contemplated, offered, or undertaken by the Company or any other company in the Group.

15.2.3.5. Any confidential reports or research commissioned by or provided to the Company or any other company in the Group.

15.2.3.6. Any trade secrets of the Company or any company in the Group including know-how and confidential transactions.

15.2.3.7. Any other information which the **PE** is told in confidence and any information which has been given to the Company or any other company in the Group in confidence by buyers, agents, suppliers or other persons.

15.2.3.8. Any information relating to research activities, designs plans undertaken by or on behalf of the Company or any other company within the Group and

15.2.3.9. Any personal information regarding Senior Executives and Management including their whereabouts.

15.2.3.10. Any personal information regarding the family of the Board, the Group Executive Directors and Management including their whereabouts. ('family' includes any relative of the Board, the GEDs and Management)

15.2.3.11. Any information in relation to which any company within the Group owes a duty of confidentiality to any third party.

15.2.3.12. Any photograph of Company property, its employee or officers and family members of employee or officers.

## 16. Reconstruction or Amalgamation

If the employment of the **PE** under this agreement is terminated by reason of the liquidation of the Company for the purpose of reconstruction or amalgamation and the **PE** is offered employment with any concern or undertaking resulting from the reconstruction or amalgamation on terms and conditions not less favorable than the terms of this agreement, then the **PE** shall have no claim against the Company in respect of the termination of the **PE's** employment under this agreement.

## 17. Non-Solicitation

### Directors:

Chief Chukwumah H. Okolo (Chairman), Chukwuemeka Ndu (Vice Chairman),  
Andrew Otiike-Odibi (Managing Director/CEO), Alex Mbakogu (Executive),  
Omotunde Alao –Olaifa (Non-Executive), Ikechukwu Duru (Independent Non-Executive),  
Larry Ademeso (Non-Executive), Jacob Kholi (Non-Executive), Sule Ugboma (Non-Executive)

- 17.1. The **PE** covenants with the company that for the period of three (3) months immediately following the end of contract of the **PE**'s employment under this agreement (without the prior written consent of the Company or her representative, which consent shall not be unreasonably withheld) in connection with the carrying on of any business similar to or in competition with the business of the Company directly or indirectly:
- 17.2. Seek to procure orders from or do business with any other person, firm or Company who has at any time during three (3) months immediately preceding such end of contract been employed or engaged by the Company (or any Subsidiaries) and with whom the **PE** has had dealings.
- 17.3. Endeavour to entice away from the Company any employee who has at any time during three (3) months immediately preceding such termination been employed or engaged by the Company (or any Subsidiaries) and with whom the **PE** has worked at any time (3) three months immediately preceding termination.

PROVIDED that nothing in this clause shall prohibit the seeking or the procuring of orders or the doing of business not relating or similar to the business or the businesses described above.

## 18. Non-Compete

The **PE** covenants with the Company that within West Africa and for the period of three (3) months (unless the company waives its rights) immediately following the termination of the **PE**'s employment under this agreement will not, except where such termination is by the Company for reasons other than fraud or fraudulent conduct (without prior written consent of the Company or its representative, which consent shall not be unreasonably withheld) either alone or jointly with or as manager, agent, consultant or employee of any person, firm or company directly or indirectly carry on or be engaged in any activity or business which shall be in

competition with the business of trading of commodities and with which the **PE** was involved (to a material extent) during the **PE**'s employment with the Company.

## 19. False Information / Documentation

Where it is discovered at any point in the **PE**'s employment with the Company that the **IA** had tendered false

documents or withheld vital information during or after the selection process, such discovery would render this agreement void and lead to the **PE**'s dismissal from the employment of the Company.

## 20. Notices

All notices or other communications given or made under or in connection with this agreement shall be in the English language and shall be in writing.

Any notice or other such communication shall be addressed to each party to this agreement at the address above written and shall be deemed to have been duly given or made as follows:

- a) If delivered by hand, at the time of delivery, receipt acknowledged
- b) If by post, 5 days after posting.
- c) If sent by fax/email, at the time of receipt if such day is a Business Day or (if not) on the next Business day. A hard copy shall immediately follow.

Either party may change a nominated address to another address by prior written notice to the other party.

## 21. Governing Law and Arbitration

The construction, validity and performance of this agreement shall be governed and construed in accordance with Nigerian law and the parties hereby irrevocably submit to the exclusive jurisdiction of the Nigerian Federal High courts. Any decision arising therefore shall be enforceable in any Court of competent jurisdiction.

## 22. Personal Details

The employee is required to inform the Company of all changes in name, address, telephone number, marital status and other personal details relevant to the continued Employment with the Company.

This offer is conditional upon receipt by the undersigned, the following, within seven (7) days of receipt of this letter:

- Seven recent passport photographs
- Name and addresses of three referees
- Birth certificate or sworn declaration of age
- Originals of your credentials (for citing on resumption)
- The name of your next of kin
- Means of Identification (International Passport, National ID, Drivers' License).

Confirmation of employment is also subject to satisfactory references from your referees and other sources considered important to your employment

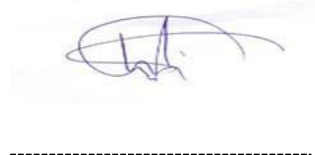
## ACCEPTANCE

Please acknowledge receipt of this agreement and your agreement to the terms set out in it by signing the attached copy of this Agreement and returning it to the Human Resources Manager within 7 days of receipt.

**IN WITNESS WHEREOF** the parties hereto have executed this agreement the day and year first above written.

Signed on behalf of:

**C & I LEASING PLC**



**For: Ugoji Lenin Ugoji      Managing Director**

**ADELAKUN IDOWU TUNDE**  
**20/06/2022**

**EMPLOYEE NAME**

In the presence of

Name .....

Signature.....

In the presence of

Name Angulu Idisiambu Musa

Signature...A.M.....

<b>GROSS SALARY BREAKDOWN (N)</b>	<b>Amount</b>
Annual Basic Salary	525,694.00
Annual Housing Allowance	766,666.67
Annual Transport Allowance	206,770.00
Annual Lunch	704,492.09
13th Month Allowance (Paid every December) – after employee has spent one year with the company	43,807.67
Leave Allowance – Payable on the anniversary of employee’s date of employment.	52,569.42
<b>TOTAL</b>	<b>2,300,00.00</b>