

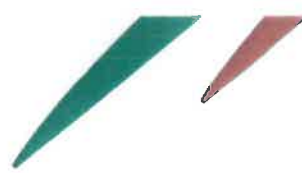
## DEFINITE PERIOD EMPLOYMENT CONTRACT

**Name:** Mariateresa D'Alessandro  
**Position** Administrative/Hr coordinator  
**Date of Birth:**  
**Domicile:**  
**Fiscal Code:**  
**Marital Status:**  
**Passport No.**

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This contract, made on the 31<sup>st</sup> of January 2021 between Italian Agency for International Cooperation, represented by Dr. Vincenzo Racalbuto, Head of Khartoum Office Khartoum, (hereinafter called the **EMPLOYER**), and Mrs. Mariateresa D'Alessandro, identified by the above mentioned data, (hereinafter called the **EMPLOYEE**).

- (1) The **EMPLOYER** shall engage the **EMPLOYEE**, and the **EMPLOYEE** shall serve the **EMPLOYER** in the above mentioned post for a period of one year commencing from the 3<sup>rd</sup> of February 2021 up to 2<sup>nd</sup> February 2022.
- (2) The **EMPLOYEE** is appointed to perform and carry out her duties at the Administration Department at in the Project/Programme AID 11113- TADMEEN.
- (3) The **EMPLOYEE**'s duties shall be as set out in the annexed **TOR** which constitutes an integral part of this contract. The **EMPLOYEE** hereby acknowledges that she has studied and agreed to the aforementioned job description.
- (4) The **EMPLOYEE** shall devote his/her whole time to the duties of his/her post and shall not, during the continuance of his/her service, engage in private work of any nature, or in any place, whatsoever, with or without pay.
- (5) The **EMPLOYEE** undertakes, faithfully and duly, to carry out, at all times during the continuance of this contract, all proper orders and instructions of the **EMPLOYER**, and to



obey and observe all the laws and regulations applicable to the **EMPLOYER** and prescribed by the competent authority.

(6) The **EMPLOYEE** shall not, directly or indirectly, divulge or communicate any matters concerning the practice, activities or affairs of the **EMPLOYER**, or of any person, company or corporation having dealings with the **EMPLOYER**, to any person whomsoever, whether in the employment of the **EMPLOYER** or not, except so far as may be necessary for the due performance of the **EMPLOYEE**'s duties and the business of the **EMPLOYER**.

(7) The **EMPLOYEE** shall observe the

- **Work Regulations** (annex I),
- **TOR** (annex II),
- **AICS Code of Ethics** (annex III)
- **Penalties Regulations** (annex IV) and any amendment thereof as shall be approved by the Commissioner of Labour or any other competent authority. The **EMPLOYEE** hereby acknowledges that he/she has studied the aforementioned **Work** and **Penalties Regulations** which constitute an integral part of this contract.

(8) By the end of each month the **EMPLOYER** shall pay to the **EMPLOYEE** for his/her services:

Euro 3.126,58 Basic salary

Euro 3.734,58 for Cost of Living / Quality Allowance-Risk Allowance

All wages are made up of salary, cost of living, quality of Living, risk Allowance

The employee benefits from insurance for invalidity, old-age and survivors at the National Institute of Social Security (I.N.P.S.). The contribution due by the **EMPLOYER** and the **EMPLOYEE** will be deposit by the **EMPLOYER** every month to the National Institute of Social Security (I.N.P.S.).

The Parties acknowledge that the local legislation is manifestly inadequate regarding the forms of mandatory health care. The **EMPLOYER** will guarantee an International Health Insurance comparable with the services provided by the National Health System in Italy.

The employee will benefit from the insurance against accidents at work and occupational diseases in the forms provided for by the National Institute for Insurance against Accidents at Work (I. N. A. I. L.). The contributions due are the sole responsibility of the employer.





The **EMPLOYEE** must declare at the signature of the contract his/her fiscal residency and for those having their fiscal residency in Italy, the **EMPLOYEE** will act as withholding agent

All payments shall be subject to deductions as shall, from time to time, be decided by the competent authorities.

(9) The period of notice of the termination of this contract shall be in accordance with the Labour Act, 1997.

(10) The jurisdiction of any labour dispute between the **EMPLOYER** and the **EMPLOYEE** shall be the Court of Rome; the jurisdiction of any labour suit between the **EMPLOYER** and the **EMPLOYEE** shall be the Court of Rome.

(11) In the event of any emergency, disaster or catastrophe AICS staff will follow the security protocols of the Italian Embassy in Khartoum.

**EMPLOYER**

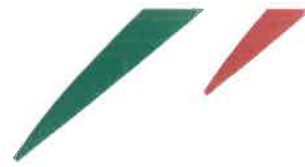
AICS KHARTOUM  
(Il Titolare della sede estera AICS - Khartoum)  
Dr. Vincenzo Racalbuto

**EMPLOYEE**

Mariateresa D'Alessandro

Khartoum, 31<sup>st</sup> January 2021





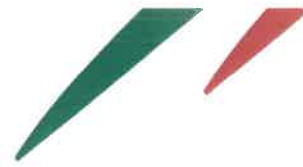
## DEFINITE PERIOD EMPLOYMENT CONTRACT

**Name:** Mariateresa D'Alessandro  
**Position** Administrative/Hr coordinator  
**Date of Birth:** Born in Rome (Italy) on 11st February 1975  
**Domicile:** via Oreste Regnoli, 12 00152 ROMA  
**Fiscal Code:** DLSMTR75B51H501Q  
**Marital Status:** MARRIED  
**Passport No.** YA5107631 issued on 13<sup>th</sup> May 2013

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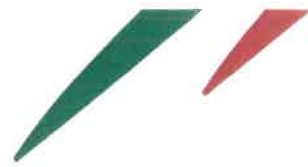
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**EMPLOYER**

AICS KHARTOUM

(Il Titolare della sede estera AICS - Khartoum)

Dr. Vincenzo Racalbuto

**EMPLOYEE**

Mariateresa D'Alessandro

Khartoum, 31<sup>st</sup> January 2021

Calcolo del compenso lordo spettante a		D'Alessandro 2021_2			
		dal	al	gg	mesi
<i>durata del contratto</i>		03/02/21	31/12/21	328	10,93
<i>durata rinnovo</i>				0	0,00
<i>totale</i>				328	10,93
<i>Salario lordo mensile</i>					3.126,58
<i>Indennità + maggiorazione lorda mensile</i>					3.734,58
<i>lordo contrattuale (salario + indennità + maggiorazione)</i>					<b>75.015,35</b>
<b>compenso lordo</b>					<b>75.015,35</b>
imponibile IRPEF (50% su indennità e magg. - art. 51 comma 8 TUIR)			54.599,65		
imponibile INPS/INAIL			34.183,94		
Contributo INPS - selezionare: <input type="text" value="36,59%"/>	8,84%		-3.021,86		-3.021,86
imponibile Irpef			51.577,79		
imposta lorda			16.415,18		
altre detrazioni (art. 13 Tuir)			165,69		
Ulteriori detrazioni			-		
detrazioni per carichi di famiglia (riempire foglio "Irpef")			-		
Irpef netta					-16.580,87
addizionale regionale*					-1.344,84
addizionale comunale*					-464,20
<b>compenso netto totale</b>					<b>53.603,58</b>
<b>compenso netto mensile</b>					<b>4.903,00</b>
<b>Costo per l'Amministrazione:</b>					
compenso lordo (A)					75.015,35
Contributo INAIL a carico committente (C)	0,50%				170,92
Contributo INPS a carico committente (D)	27,75%				9.486,04
Consulenza (E)					
<b>totale costo per il Programma (A + C + D + E)</b>					<b>84.672,31</b>