

AGREEMENT ON EXEMPTION FOR WORKING TIME SCHEDULE (SAMPLE)

Employer (hereinafter referred to as 'Party A')

Name of Employer/Legal Person¹: _____ (hereinafter referred to as 'Party A')

Name of Legal Representative of the Legal Person: _____

ID Card No.: _____ Date of Issue: _____ Issuing Authority: _____

Office Address: _____² Contact No.: _____³

Non-resident Worker (Professional Worker / Domestic Worker / Non-Professional Worker)⁴ **(hereinafter referred to as 'Party B')**

Name: _____ (hereinafter referred to as 'Party B')

Sex: _____ Date of Birth: _____⁵ Nationality: _____

Type of Identity Document: _____⁶ No. of Identity Document: _____

Date of Issue: _____ Issuing Authority: _____

Pursuant to Article 20 of Law No. 21/2009 (Law for the Employment of Non-resident Workers) and Article 35 of Law No. 7/2008 (Labour Relations Law), Party B is employed by Party A to undertake the position of _____⁷ and is therefore exempted from the working time schedule starting from [day/month/year] as agreed between Party A and Party B. This means that starting from the aforementioned date, Party B need not comply with normal working hours but is entitled to the right to legal rest period(s), weekly rest, mandatory holiday, annual leave and other protection.

This agreement shall be made in two original copies, one copy to be held by each party, and becomes valid upon signature of employer and non-resident worker.

Employer or his/her representative:

Non-resident Worker:

Name: _____

Position: _____

(Signature and Stamp)

Date:(day/month/year)

(Signature)

Date:(day/month/year)

¹ If Party A is a non-Macao resident with a commercial or industrial establishment in the Macao SAR, name of the commercial or industrial establishment must also be provided.

² Please indicate employer's correspondence address, office address or address as registered in Application Form for Business Start-up (Declaração de início de actividade).

³ Contact number of employer.

⁴ Delete the inapplicable.

⁵ Article 21 of Law No. 21/2009 (Law for the Employment of Non-Resident Workers) governs that the employment of non-resident workers less than 18 years of age is prohibited.

⁶ Passport, other travel document or Non-resident Worker's Identification Card.

⁷ Non-resident worker under the exemption for the working time schedule must perform the type of work specified in Article 20 of Law No. 21/2009 (Law for the Employment of Non-Resident Workers) and Subparagraphs 1 to 4 of Paragraph 1 of Article 35 of Law No. 7/2008 (Labour Relations Law), including: (1) work in leadership or management positions, or positions of external supervision; (2) work in places outside of the establishment and not subject to immediate control of their superiors; (3) academic or research work not under the supervision of a superior; (4) domestic work.