

**TERMS AND CONDITIONS OF CONTRACT OF EMPLOYMENT OF
VETERINARY OFFICER ON CONTRACT BASIS, LOCALLY**

- (i) **Period:** On contract basis for an initial period of one year renewable
- (ii) **Duties:** To be responsible to the Head of the Division of Veterinary Services for the performance of the following duties:
- (i) treatment of sick animals;
 - (ii) veterinary applied research and diagnostics;
 - (iii) prevention of animal diseases;
 - (iv) artificial insemination, pregnancy assessments and attending to infertility cases;
 - (v) inspection of quarantine stations;
 - (vi) meat inspection at abattoirs and other meat processing plants;
 - (vii) inspection of imported animals and animal products as well as issue of Veterinary Certificates;
 - (viii) inspection and certification for export of animals and animal products;
 - (ix) certification and inspection of food items of animal origin meant for human and animal consumption;
 - (x) active participation in Government projects and programmes dealing with animal welfare including sterilisation of dogs and cats;
 - (xi) supervision of the work of technical and other subordinate staff;
 - (xii) enforcement of appropriate legislations in force;
 - (xiii) inspection, sampling analysis and certification of fresh and frozen fish as well as any other seafood products;
 - (xiv) inspection, monitoring and auditing of fish processing plants, fishing/freezer/factory vessels and cold stores; and
 - (xv) inspection of fish farms;
2. To use ICT in the performance of his duties.

3. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Veterinary Officer in the roles ascribed to him.

Note:

You will be required to work outside normal working hours, at night, on Saturdays, Sundays and Public Holidays.

- (iii) **Salary:** A negotiable monthly salary in the range of Rs 36550 – 64400, based on experience reckoned.
- (iv) **Travelling Allowance/ Car Benefits:** In accordance with PRB Report 2021/ regulations in force since the salary of the officers may vary based on experience reckoned.
- (v) **Working Hours:** The normal working hours are:
- (a) from 9.00 a.m to 3.30 p.m on weekdays;
 - (b) from 9.00 a.m to noon on Saturdays.
- (vi) **Extra Duty Allowance:** Will be required to be on call after working hours, in relation with the 24-hour service provided to the breeding community as follows:-
- (i) **Weekdays:**
15 30 hrs to 09 00 hrs the next day: **Rs 445**
 - Saturdays:**
Noon to 18 00 hrs: **Rs 210**
18 00 hrs to 09 00 hrs the following day: **Rs 345**
 - Sundays & Public Holidays:**
09 00 hrs to 17 00 hrs: **Rs 290**
17 00 hrs to 09 00 hrs the following day: **Rs 395**
 - (ii) An allowance of Rs 210.- per hour when attending work whilst on call, inclusive of travelling time subject to a maximum of:
Weekdays: Rs1 080
Saturdays: Rs1 300
Sundays & Public Holidays: Rs1 735
- (vii) **Leave:** 21 working days of Annual Leave and Sick Leave respectively for each year of contract in accordance with paragraph 11.9 of the 2021 PRB Report.
- (viii) **Passages:** At the rate of 5% of annual salary drawn. However, no passage benefits will be earned during 21 days annual leave whether taken or cashed.

(ix) Gratuity:

An end-of-contract gratuity is payable at the rate of two months' salary on completion of 12 months' satisfactory service.

In case already taken loan facilities without subscribing to a bank guarantee, would be allowed to draw the gratuity subject to the condition that would be legally bound to reimburse any outstanding loan on termination or expiry of contract.

(x) Termination of Contract:

This contract of employment may be determined:

- (a) By either party, by giving one month's notice in writing or by paying the equivalent of one month's salary to the other party;
- (b) Forthwith on ground of misconduct whereupon all rights and advantages accruing under this contract shall cease.

You should not disclose any official information acquired in the course of your official duties, except with the express authority of the Minister. This obligation shall continue after the termination of your contract.

In no circumstances shall the renewal of the contract be construed as constituting continuous employment for the purposes of the Workers' Rights Act 2019 nor shall the non-renewal of the contract entitle you to claim that you have been dismissed, whether unlawfully or otherwise.