



REPÚBLICA DE COLOMBIA

Tipo / Type	Cod. país / Country code
P	COL

Pasaporte N° / Passport No.  
**AX290480**

Apellidos / Surname  
**BORRERO GARCIA**  
Nombres / Given names  
**CAROLINA**  
Nacionalidad / Nationality

Nacionalidad / Nationality  
**COLOMBIANA**  
Fecha de nacimiento / Date of birth  
**04 FEB/FEB 1986**

Sexo / Sex	Lugar de nacimiento / Place of birth
F	CALI COL

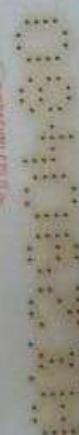
Fecha de expedición / Date of issue  
**29 JUN/JUN 2021**  
Fecha de vencimiento / Date of expiry  
**29 JUN/JUN 2031**

Nom. personal / Personal No.  
CC1130606060

Autordad / Authority  
**G. VALLE**

Firma del titular / Holder's signature

P<COLBORRERO<GARCIA<<CAROLINA<<<<<<<<<<<<<<  
AX290480<4C0L8602042F3106291CC1130606060<<36





**PHARMADOX DEFINITE 3-YEAR CONTRACT OF EMPLOYMENT**  
**[Full-Time]**

An Employment Contract entered into on this the \_\_\_\_ October 2024

**Between,**

On the one part, Mr Dione Drago, Director, holder of ID card number 500766(M), duly authorised for and on behalf of **Pharmadox Healthcare Limited** (C 39266), KW20A, Corradino Park, Paola (hereinafter referred to as the 'Employer')

**And**

On the other part, **Carolina Borrero**, holder of Passport No. \_\_\_\_\_ acting in his own interest and on his own behalf and who resides at \_\_\_\_\_, **Malta** (hereinafter referred to as "**the Employee**"). Here in after any male term shall be deemed to include the female equivalent.

Both together referred to as the "**Parties**" and singly as the "**Party**";

WHEREAS the Employer desires to secure the services of the Employee as **QC Analyst** with Pharmadox Ltd.

WHEREAS the Employee has the adequate experience and knowledge and desires to accept such employment; the employee shall be required to provide services to the Company, as directed by the Company, as well as to any other company Employed therewith as may be indicated by the Company from time to time;

WHEREAS the Employee hereby declares and warrants that they have a clean conduct certificate in Malta and elsewhere, and that there is no conduct, fact or circumstance relative to her person, whether past or present, which would run counter to her position within the Company in terms of this Employment Agreement [hereinafter the "Agreement"].

NOW THEREFORE, in consideration of the above recitals, which constitute a material part and component of this Agreement, the Parties agree and covenant as follows:

**1. Duties to be performed by the Employee as QC Analyst**

**1.1.** The Employee shall at all times faithfully, industriously and to the best of their abilities, perform all duties that may be required by virtue of the employee's position and all duties set forth by this Agreement and/or assigned to him by the Company in virtue of this Agreement.

**1.2.** Without prejudice, the Employee shall:

- a.** Be responsible for the Company's daily responsibilities in accordance to the company's standards and the related job description, as required and any other matters related to such, as instructed by the **QC Manager** and/or the Company.

- b. conform to such hours of work as are reasonably required for the proper discharge of their duties.
- c. The Job Description in Schedule 1 of this Agreement covers the most significant duties which shall be performed by the Employee but does not exclude other additional duties not mentioned therein.
- d. The Employer reserves the right to unilaterally modify these duties from time to time in accordance with the exigencies of the Company.
- e. The Employee's duties, and any modifications thereto which may be affected by the Company pursuant to this Clause, are not to be construed or influenced in any manner by the job title given to the Employee in terms of this Agreement.

## **2. Commencement Date, Terms, and Probationary Period**

**2.1.** This is a **Definite, Full-Time** Employment Contract.

**2.2.** The Employee's employment under this contract shall be of a definite duration of 3 years and shall be effective on the obtainment of the Work Permit application date.

**2.3.** The first three (3) months from the date of this Agreement shall constitute a probationary period during which period either party may terminate this Agreement without cause; the Employer and the Employee agree to notify each other of such intention in accordance with applicable legislation which may be in force from time to time.

## **3. Remuneration**

### **a. Basic Salary**

**3.1.** The Parties agree and accept that due to the nature of the employment and primary designation of the Employee, the Employer agrees to pay the Employee, who accepts,

- a. A gross annual salary of **Nineteen Thousand Five Hundred Euros, Euro 19,500**, payable in monthly arrears on the first day of the month or nearest working day of each month, according to the general payroll schedule of the Company. The hourly rate is therefore set at **Euro 9.37**.

## **4. References and Restrictions**

**4.1.** By accepting this contract of employment, the Employee declares that (i) he is not being prevented from working for the Employer and that (ii) the Employee is a person of good conduct.

**4.2.** Provided that, if after commencement of employment it transpires that any such declaration was falsely made and/or that the Employee no longer remains a person of *good conduct*, the Employee agrees that without prejudice to any other rights at law, the Employer shall be entitled to terminate employment without notice on the basis of *good and sufficient cause* in accordance with this Agreement.

## **5. Position and Responsibilities**

**5.1.** Furthermore, it is required and understood that the Employee shall be responsible to and shall report back to the Employer or any person so designated by the Employer and in so doing shall:

- i. Use all proper means in his power to maintain, improve and extend the business of the Employer and to protect and further develop the reputation and interests of the Employer; comply with all lawful orders, directions and policies given by the Employer from time to time and to supply any information that may be requested by the Employer at any time.
- ii. Use all proper means in her power to maintain, improve and extend the business of the Employer and any related and/or Employeeed companies of the Employer as may be indicated to the Employee by the Employer from time-to-time and to protect and further develop the reputation and interest of each of the said companies;
- iii. Fulfil the responsibilities assigned to her or that shall be assigned to her and shall respect and adhere to any internal regulations and general policies of the Employer as set forth, or otherwise amended, from time to time or as may be issued and notified to the Employee from time to time.
- iv. Meet such targets and/or key performance indicators as the Employer may from time to time reasonably require.

**5.2.** Provided further that the Employee undertakes to carry out all duties and/or to make any verbal and/or written representations, statements or comments and/or to act for and on behalf of the Employee with utmost care and attention particularly in any case where such duties, representations, statements, comments or actions may be binding on the Employer or which may lead to any agreement, order, and/or claim or dispute against the Employer.

## **6. Working-Time**

**6.1.** The Employee shall be employed on a full-time basis and shall work such hours as are necessary for the proper and professional performance of his/her duties and shall be required to devote his/her full time and attention to such duties. It is further understood that the Employee is to work the necessary hours to execute his/her job efficiently to the best of his/her abilities and in accordance with the exigencies of the Employer.

**6.1.1.** The Employee shall be expected to work for a minimum of eight [8] hours per day or forty [40] hours per week exclusive of rest breaks and in accordance with any work schedule as shall be notified to the Employee by the Employer from time to time.

6.1.2. Provided that the Employee acknowledges that the Employee shall attend and work such additional hours, including on weekends and public holidays, as may be necessary for the proper performance of his duties and to attend to the exigencies of the Employer.

6.1.3. All time worked in excess of eight (8) hours per day or in excess of forty (40) hours per week shall be paid for at the rate of time and one-half (1.5X)

6.2. Unless otherwise directed by the Employer from time to time, the Employee is entitled to a daily rest break of thirty (30) minutes between 12-12.30 on every given working day.

6.3. Provided that the Employer reserves the right to alter the standard working hours and the Employee's expected average of working hours subject to the Employer giving the Employee reasonable notice.

6.4. The Employee shall record his time worked by any means and manner as may be required by the Employer.

**7. Vacation leave, Sick leave and other Absences from Place of Work**

7.1. Vacation Leave, Sick Leave and any other Legal Leave is as stipulated in the provisions of the Employment and Industrial Relations Act (Chapter 452 of the Laws of Malta) and subsidiary legislation issued thereunder, and all other relevant Legislation which may be in force from time to time.

7.2. Such leave shall be availed of solely after consultation with and approval by the Employer in accordance with the Employer's leave policy as may be determined by the Employer from time to time. Any such consultation must take place at least fifteen (15) days prior to the date of leave unless otherwise agreed to by the Employer.

7.3. Vacation leave shall be granted according to the exigencies of the Employer and the Employer reserves the right to allocate the vacation leave entitlement as it deems fits in its absolute discretion. Provided further that the Employer reserves his right to withdraw at any time any granted authorisation for vacation leave for any justifiable reason and/or to order 'stop leave' during periods of heavy workload.

7.4. Vacation leave shall not be carried forward to the next calendar year except with the prior written consent of the Employer and to the extent allowed at law.

7.5. The Employer reserves the right, whenever he deems fit, to require the Employee to be examined by an independent medical doctor nominated by the Employer and at its expense and/or to require the Employee to provide a valid medical certificate attesting the cause and duration of sickness. Provided that the Employer reserves the right to cease any payment for sick leave and take any other action deemed appropriate if it is advised by the doctor that the Employee is fit for work or to return to work. The findings of the company doctor, or an independent medical advisor (as the case may be) will be binding, and if after such medical examination the doctor states that in his/her opinion the Employee is healthy enough to return to duties, then failure to do so on his part shall constitute unauthorised absence and a good and sufficient cause for termination.

## 8. Employment Location

8.1. Unless otherwise directed by the Employer from time to time, the Employee's normal place of work is situated at [KW20A, Corradino Park, Paola]

8.2. Provided that the Employee understands and accepts that as a result of the nature of his employment and duties he may be required by the Employer during the course of employment, to travel and work within or beyond the geographical borders of Malta for any period of time as may be necessary to carry out his duties without any additional pay; provided that the Employer shall reimburse the Employer with expenses incurred by the Employee solely and only for and in relation to the carrying out of such duties beyond the borders of Malta and only subject to copies of receipts of such expenses being presented to the Employer by the Employee immediately upon return.

## 9. Termination

9.1. Nothing in this Contract of employment prevents the Employer from terminating the Employee's employment summarily without notice and without payment in lieu of notice in the event of the Employee committing any act(s) of misconduct or negligence which would amount to a '*good and sufficient cause*' for dismissal.

9.2. The Parties agree that for purposes of this contract, '*good and sufficient cause*' shall include *inter alia*, but shall not be limited to;

- (A) the occurrence of a third warning by the Employer to the Employee for:
  - (i) failure to meet reasonable efficiency requirements of the Employer, and/or
  - (ii) failure to carry out normal procedures as reasonably expected of someone working in the designation for which the Employee is employed, and/or
  - (iii) any misconduct or misbehaviour; and/or
  - (iv) lack of ability of Employee to carry out his duties or unsatisfactory performance of his duties, and/or
  - (v) failure of Employee to reach any set targets;

- (B) Employee's engagement in any conduct which, in the Employer's reasonable determination, constitutes gross misconduct, or is illegal, unethical or improper provided such conduct brings detrimental notoriety or material harm to Employer;
  - (C) gross misconduct or wilful neglect or any act of dishonesty by Employee in the discharge of his duties;
  - (D) the conviction of Employee of any criminal offence other than an offence which in the reasonable opinion of the Employer does not affect his position or cast doubt upon his future ability or fitness to perform his duties;
  - (E) if Employee fails to observe any Guidelines, Directives or policies of the Employer;
  - (F) a material breach of a material provision of this Agreement by Employee,
- 9.3.** In the event of termination and on the basis of a good and sufficient cause, the Employer may at any time and for any period require the Employee to cease performing his duties and/or exclude the Employee from entering any of its premises.
- 9.4.** During the probationary period as stipulated herein, if any, the employment may however be terminated without assigning any reason, provided that one (1) week notice of termination shall be given to the other party if the employee has been in employment for more than one month but less than the aggregate probationary period.
- 9.5.** Without prejudice to the foregoing, this contract of employment may be terminated by the Employee, or by the Employer for reasons of redundancy, subject to the terminating party having given notice in accordance with Article 36(5) of the Employment and Industrial Relations Act (Chapter 452 of the Laws of Malta).
- 9.5.1. Provided that any period of notice shall begin to run from the working day next following the day on which notice is given.
- 9.5.2. Provided further that if the Employee fails to give notice as aforesaid and terminates his employment, he shall be liable to pay to the Employer a sum, equal to half the wages that would be payable in respect of the period of notice.
- 9.6.** On termination of employment for whatever reason, or on demand during the course of employment, the Employee shall return to the Employer all of the Employer's property including any of the Employer's property relating to, Employee with or being created for the Employer and/or the Employer's clients' or business Employees' whether or not control of which belongs to the Employer or whether or not it contains any confidential information about the Employer or any clients or other third parties Employee with the Employer or any other Trade Secrets or Intellectual Property.

- 9.7.** Any company moveable assets entrusted to the Employee for his care or use during the Employee's employment shall be used and maintained by the Employee in accordance with any company policies as may be provided or updated from time to time by the Employer or in accordance with instructions given by the Employer and by using the Employee's utmost care and attention. All Employer property of this moveable kind shall always remain the property of the Employer.
- 9.8.** Following termination of employment, the Employee shall not present himself or otherwise pretend to be in any way connected with the business of the Employer, except to the extent agreed by the Employer, or make any unfair or untrue remarks about the Employer, its employee's, officers, clients or prospective clients and any of its services.

#### **10. Other Work & Non-Compete Clause**

- 10.1.** During the continuance of employment with the Employer, the Employee shall be bound to use his best endeavours to promote the interest, welfare and business of the Employer and shall not, without the Employer's written agreement, be involved directly or indirectly, alone or with others, in any other business or undertaking or any other temporary or regular work, which is in conflict with the interests of the Employer or which conflicts with the ability of the Employee to carry out his duties under this Agreement.
- 10.2.** Even if the Employer grants consent by written agreement, the Employee shall at all times endeavour to promote the interests and reputation of the Employer and work in the Employer's best interests and shall be required to carry out such secondary employment solely subject to any conditions as may be stipulated by the Employer and in any case the Employee shall not be employed with any other entity that carries out activities that are or may be in direct competition with the activities carried out by the Employer or by any of its Employed companies, or any of the Employer's or Employed companies' subsidiaries, partners or related companies and the Employee shall ensure that if he is so employed he shall not, and he shall ensure that his second employer shall not, attempt to hire, entice or poach the employees of the Employer or to otherwise exert undue pressure or influence on them to do something contrary to the interests of the Employer or to terminate employment with the Employer.
- 10.3.** The Employee shall be required to obtain clearance from the Employer before, in addition to his/her duties, engaging in any outside, private, part-time work whether remunerated or not.
- 10.4.** The Employee shall not be engaged, either directly or indirectly, to work on a part time-basis with any competing business, company or organisation.

**10.5.** The Employee agrees that during the period of employment and for twelve (12) months following termination of employment, Employee will not, directly or indirectly, engage in, assist or have an interest in, or enter the employment of or act as an agent, advisor or consultant for, any person or entity which is engaged in, or will be engaged in, the development, manufacture, supplying, distribution, importation, exportation or sale of a product, process, service or development which is competitive with a product, process, service or development on which Employee worked or with respect to which Employee has or had access to Confidential Information while at the Employer, and which is located within Malta and within any country where the Employer has established a retail presence prior to the date of actual termination of the Employee's employment.

**10.6.** In the event that any paragraph or portion of a paragraph of this Article is declared null and void by a court of competent jurisdiction, such paragraph or portion thereof shall be deemed deleted from this Agreement and shall not alter the enforceability of the remaining provisions of this Article, which shall continue in full force and effect, provided that the Agreement shall be amended to such extent as is possible to lawfully enforce the original intention of the Parties as stated herein.

**10.7.** The Employee binds himself/herself and agrees that he/she will not for a period of three (3) years following the termination of his/her employment, seek to solicit for his benefit or for the benefit of others any client of the Company or of any associated companies of the Employee.

**10.8.** The Employee binds himself/herself and agrees that he/she will not for a period of three (3) years following the termination of his/her employment, seek to solicit or interfere with or endeavour to entice away from the Company or from any of the associated companies any employee of the Company or of the associated companies

## **11. Confidentiality**

**11.1.** The Employee accepts and acknowledges that he will have access to certain confidential information of the Employer or of any of the Employer's Group, partners, subsidiaries and affiliated or sister companies, and of other companies which the Employer carries out business with or for, and that such confidential information is valuable, important and the exclusive property of the Employer or of any of the Employer's Group, partners, subsidiaries and affiliated or sister companies, and of other companies which the Employer carries out business with or for;

**11.2.** The Employee shall always not during employment and without limitation and in perpetuity after the termination of employment, directly or indirectly use, exploit, divulge or otherwise disclose for his own purposes or those of any other person any such confidential information.

- 11.3.** For clarification purposes, “Confidential Information” is inclusive of but not limited to information and codes related to the Employer or to the Employer’s clients, customers and customer lists, addresses, personal details, transaction history, properties or requirements; names, addresses and salary details, pricing/cost structures, marketing and information, intellectual property, trade secrets, research, development, know-how, budgets, projects, policies, prices, business plans or dealings, technical data, forecasts, databases, plans, transactions, lists and particulars of the Employer’s suppliers and customers; and any document marked ‘Confidential’ or any information which the Employee has been told is ‘Confidential’ or which the Employee might reasonably expect the Employer would or should regard as ‘Confidential’.
- 11.4.** Provided that ‘confidential information’ shall exclude information, which is already in the public domain and the disclosure of which does not result from the fault or negligence of the Employee.
- 11.5.** Provided further that the Employee acknowledges and accepts that all tools, spare-parts, service manuals, notes, records, reports, diagrams, plans, memoranda not published or any other documents belonging to the Employer or to the Group, but in Employee’s possession, and concerning any and all information relating to the business of the Employer or the Group, whether confidential or not, belongs to the Employer and to the Group and, consequently, shall be immediately handed over to the Employer forthwith upon the Employee leaving his employment with the Employer or otherwise upon the Employer’s request at any time.

## **12. Intellectual Property**

- 12.1.** The Employee acknowledges and accepts that any discovery made, and any invention, design, improvement, formula, formulation, idea, device, writing, publication, research protocol, result, computer data or program, or any other intellectual property, whether or not protected by intellectual property laws, and which the Employee may conceive, alone or working with other persons, during his employment with the Employer, or howsoever relating to the business of the Employer, and whether arrived at during or outside the working hours, OR where equipment, material or facilities of the Employer were used for arriving at the same (hereinafter collectively referred to as the “Intellectual Property”), shall be the sole and exclusive property of the Employer, without any economic compensation whatsoever being due to the Employee except for the above-mentioned Basic Salary.
- 12.2.** For the purposes of the Contract, any Intellectual Property that is based on confidential information or information belonging to the Employer and developed within six (6) months after termination of the Contract, shall be presumed to belong to the Employer. The Employee agrees to immediately notify and fully disclose the nature of that Intellectual Property to the Employer.
- 12.3.** The Employee agrees to do such as may be necessary in order to keep all relevant files and licences updated and complete, and to assign to the Employer or its representatives, any and all rights, title and interests in and to such Intellectual Property.

### **13. Communications**

- 13.1.** During employment with the Employer, the Employee may have access to the Employer's communications facilities, such as email, Internet and telephones. Any use of such equipment shall be subject to strict compliance with Employer's rules and policies that may be provided by the Employer from time to time and shall be used with utmost care and diligence as is expected of any responsible employee.
- 13.2.** The Employer does not routinely monitor email or other communications made using its equipment, however, any equipment supplied or made available to the Employee shall be supplied on the understanding that it will be used for business purposes, and the Employer reserves the right to monitor and read communications (including personal communications, or any through a third-party site) being made on its equipment. By signing this Contract of Employment, the Employee agrees that the Employer reserves the right to monitor use. Any breach of this clause may lead to disciplinary action being taken against the Employee.

### **14. Unauthorised Software and Systems Access**

- 14.1.** The use of unauthorised software by the Employee of or on any equipment or programs of the Employer is forbidden, as is unauthorised access, or any unauthorised attempt to access any data maintained on any of the Employer's computer systems.
- 14.2.** Any laptop or other ICT equipment which may be provided to the Employee by the Employer for purposes of this employment shall be used solely for work-related purposes and shall not except with the prior consent of the Employer be used for personal or other non-work-related activities or for storing, copying or transferring any information and/or data in any format which shall not be related to the Employer or the Employer's business.
- 14.3.** The term "Work-Related" shall for purposes of this Clause mean and refer to work related to the employment of the Employee with the Employer only.
- 14.4.** Unless the prior specific approval of the Employer has been obtained, the use of unauthorised software on Employer equipment shall be viewed as misconduct which may lead to dismissal of the Employee on the basis of *good and sufficient cause*, or other appropriate action being taken.
- 14.5.** The Employee hereby agrees and consents to any auditing, testing, reviewing, checking of such laptop or ICT equipment and any data or software stored thereon by the Employer from time to time for security, maintenance, updates, auditing and abuse-prevention.

### **15. Data Protection**

- 15.1.** For the purposes of this clause

- i. the term 'personal data' means information relating to an identified or identifiable natural person who can be identified, directly or indirectly.
  - ii. the term 'processing' means any operation or set of operations which is performed on personal data or on sets of personal data, whether by automated means or not; and
  - iii. the term 'Data Protection Law' shall mean the Data Protection Act (Chapter 586, Laws of Malta), subsidiary laws enacted thereunder, the EU General Data Protection Regulation 2016/679 ('GDPR') as amended from time to time.
- 15.2.** The Parties acknowledge that for the purposes of entering employment and to manage the relationship during and after the employment, the Employer shall process personal data about the Employee (including special categories of data, such as health data).
- 15.3.** Data Protection Law establishes various legal grounds upon which processing of personal data may be lawful. The Employer shall generally process the personal data to either (i) enter and/or to perform the employment contract and/or to (ii) comply with the law and/or (iii) because it may be in the legitimate interest of the Employer or of the Employee to do so. However, other legal grounds may apply. Processing of personal data includes the use of CCTV at the premises for safety, security and order together with monitoring and audits of IT and communication systems.
- 15.4.** To the extent that the Employee is processing personal data during and for his/her employment with the Employer, the Employee shall process the personal data solely in accordance with the instructions of the Employer for the legitimate exercise of his duties and in accordance with orders and/or policies as may be issued by the Employer from time to time. The Employee shall carry out best endeavours to protect the integrity, availability and confidentiality of the personal data. Processing personal data not as aforesaid shall be considered as gross misconduct. Any wilful or negligent breach of personal data may constitute a criminal offence and may result in personal liability for the Employee who undertakes to indemnify the Employer.
- 15.5.** The Employee enjoys several rights established in Data Protection Law, including but not limited to the right to information, access and erasure, amongst others, each of which are subject to conditions and limitations contemplated by the Data Protection Law.
- 15.6.** The Employee undertakes to faithfully report any suspected or actual data breaches to the DPO within the Employer, or such other person as may be assigned by the Employer from time to time, without undue delay. Such reporting shall be done in confidence and shall not be disclosed without the Employer's prior consent.
- 15.7.** The Employee shall carry out best endeavours to ensure that personal data relating to him held on file by the Employer is accurate and up-to-date.

## **16. Health and Safety**

Whereas the Employer shall take all reasonably practicable steps to ensure the Employees' health and safety while at work in accordance with the laws and regulations on Health & Safety, the Employee must familiarise himself with and always comply with the Employer's health and safety policy(ies) or statements and shall also be legally responsible to take into account health and safety considerations.

## **17. Equal Opportunities and Discrimination**

The Employer regards harassment or any other forms of discrimination as gross misconduct, which shall be subject to disciplinary procedures.

## **18. Civil and Criminal Claims**

Without prejudice to the provisions of this agreement and any rights that may exist herein the employer reserves all rights to take any civil or criminal action against the employee, under any jurisdiction, for any present or future, direct, indirect or consequential loss that may result from the wilful misconduct or negligence of the employee or any unlawful conduct in relation to *inter alia* confidential information, intellectual property rights, non-solicitation obligations, equal opportunities and discrimination, and/or unauthorised conduct, and to make any claim subject to a fair assessment of the said damages resulting therefrom

## **19. Miscellaneous**

- 19.1.** Each clause of this Contract of Employment is independent and severable from other clauses in this contract and if any Court or Tribunal deems any clause or part thereof to be null, void or otherwise unenforceable all remaining clauses or part thereof of this Contract of Employment that shall not be deemed to be null, void or otherwise unenforceable shall remain valid and enforced.
- 19.2.** There are no collective agreements affecting the Employee's terms and conditions of employment.
- 19.3.** Any notices given under this Contract of Employment must be given by letter or email. Notices to the Employer must be addressed to the office address stated at the start of this Agreement or as otherwise notified by the Employer in writing from time to time and must in any case be delivered by the Employee to the Director of the Employer personally by hand or to the Director's normal email account. Notices to the Employee will be given to him personally or sent to his last known address. Except for notices given by hand, notices shall be deemed to have been given at the time at which the letter or email would be delivered in the ordinary course of post or transmission which shall be deemed to be no later than two (2) days from dispatch of any written or printed letter or (1) day for any electronic mail. Provided that in the case of any email delivered to the Director's normal email account, the email shall be considered as having been delivered only upon receipt of email sent by the Director of the Employee.

- 19.4.** This Contract of Employment supersedes any previous written or oral agreement between the parties in relation to the matters dealt with herein. This Agreement contains the whole agreement between the parties relating to the employment at the date the agreement was entered into (except for those terms implied by law which cannot be excluded by the agreement of the parties).
- 19.5.** Reference to any law or statute includes any modification or re-enactment of it.
- 19.6.** Termination of this contract howsoever caused shall not affect any provisions which are intended or implied to operate after termination.
- 19.7.** The Employee shall abide by this Contract of Employment and any other Employer policy and/or guideline. Failure to comply may lead to disciplinary action or termination on good and sufficient cause.
- 19.8.** The Employer may amend or vary the terms and conditions of the Contract of Employment from time to time, following reasonable consultation with the Employee, and shall notify the Employee of such amendments or variations in writing. The Employee shall be requested to confirm in writing his agreement to any such changes but in default of a reply he shall be deemed to have agreed to them by acceptance of salary on the next payroll date.
- 19.9.** Maltese law shall govern the validity, construction and performance of this contract. All disputes, claims or proceedings between the parties relating to the validity, construction, performance or termination of this contract shall be subject to the exclusive jurisdiction of the competent Maltese Employment Tribunals for matters related to employment or in the case of matters not related to employment to the competent Malta Arbitration Centre in accordance with the rules governing arbitration.

## **20. Final Agreement**

- 20.1.** The Employee is hereby indicating his full and unconditional acceptance of the above by returning a signed copy of this Employment Contract to be kept in the Employer's records.

EXECUTED IN TWO (2) SIGNED COPIES, EACH PARTY TO RECEIVE ONE.

**SIGNED** for and on behalf of the **Employer:**

\_\_\_\_\_  
Dione Drago  
Director

**Date**


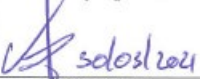
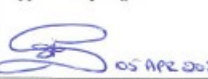
\_\_\_\_\_

\_\_\_\_\_  
CAROLINA BORRERO  
QC ANALYST

**Date**

\_\_\_\_\_

## Schedule 1

<b>PHARMADOX HEALTHCARE</b>		<b>Job Description</b>	
Title <b>QC Analyst</b>		Version No. <b>4</b>	
Written by Sign/ Date:  30 MAR 2021	Reviewed by Sign/ Date:  05 APR 2021	Approved by Sign/ Date:  05 APR 2021	Invalidated by Sign/ Date:
Name: Clint Muscat	Name: Keith Frendo	Name: Sandra Saliba Sammut	Name:
Title: Q.C Manager (Chemistry)	Title: Head of Q.C./Plant Manager	Title: Head of QA/QP	Title:
Effective Date:	05 APR 2021	Review Due Date:	APR 2024

### 1. Minimum Qualifications Required for the Position

- Proficient in use of English
- Proficient in use of Computer applications (Word, Excel, Access)
- Working experience in a GMP environment is preferred.
- Possession of manual, interpersonal and general communication skills
- Hold a Degree in Science, MCAST Diploma in Applied Science or two Advanced Level Certification, in a science related subject or has at least 1 year work experience as Laboratory Technician in a GMP environment.

### 2. Delegate

- QC Reviewer
- Group Leader
- Assistant QC Manager
- QC Manager
- Head of Quality Control


### 3. Reporting to

- QC Manager
- Assistant QC Manager
- Group Leader

**MASTER**

### RESPONSIBILITIES AND ACCOUNTABILITIES

The QC Analyst is responsible to comply and adhere to the company procedures, quality standards, cGMP standards, EH&S regulations and data integrity.

	<i>Job Description</i>
QC Analyst	

The QC Analyst forms part of the QC Department team and reports directly to the Group Leader, Assistant QC Manager or QC Manager. The Q.C Analyst is primarily responsible for the following activities:

1. All analytical testing of products within Pharmadox Healthcare Quality Control laboratory.
2. Execution of analytical methods, transfers and validations in collaboration with the Scientific Officer.
3. Compilation of analytical result report according to Pharmadox Procedures.
4. Routine monitoring and calibration checks within Pharmadox QC laboratories.
5. Peer-reviewing of routine monitoring, calibration checks, reagent, sample and standard preparations.
6. Performing any required simplistic equipment calibration procedures.
7. Operation, routine maintenance and cleaning of all laboratory equipment in addition to the routine checking of logbooks for correct and complete compilation.
8. General upkeep and cleaning of the QC laboratory.
9. Inspection and sampling of products for Quality Control analysis.
10. Drafting of Standard Operating Procedures for the Quality Control section.
11. Assist in reagents stock control within the Q.C laboratory.
12. Any other duties which may be assigned by the QC Manager.

Accepted by / Date:

Verified by / Date:

\_\_\_\_\_


\_\_\_\_\_

Name:

Name:

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	<i>Job Description</i>
QC Analyst	

#### Revision History

Version	Revision Date	Reason for Revision	Reason for Revision
01	27/07/2010	N/A	First Issue ( Updated and extendend on 27/7/12)
02	06/03/2015	CC 005/15	Second Issue (Introduction of peer reviewing and a general update of all responsibilities.)
03	09/03/2018	N/A	Third Issue (updated with new delegates and reporting to positions)
04	Refer to effective date on page 1	Renewal of job Description	Renewal of job Description. Update of delegate reporting to roles. Update minimum requirements to include equivalent work experience in Lab Tech role.

**MASTER**

**SIGNED** for and on behalf of the **Employer**:

**Date**

\_\_\_\_\_  
Dione Drago  
Director

**Date**

\_\_\_\_\_  
**CAROLINA BORRERO**  
**QC ANALYST**



**SEGURIDAD Y SALUD OCUPACIONAL CONSULTORIA S.A.S. IPS – SYSO  
CONSULTORIA S.A.S. IPS.  
NIT. 802011972-0**

#### **CERTIFICA**

Que el(a) señor(a) **MARIA DEL ROSARIO CAICEDO CORTES**, identificado(a) con cédula de ciudadanía No **52.273.847**, trabaja en nuestra empresa desde el 17 de abril del 2024 hasta la fecha, con un contrato Obra o Labor, asignado a la empresa cliente **DISTRITO ESPECIAL DE CIENCIA TECNOLOGIA E INNOVACION DE MEDELLIN**, desempeñando el cargo de **ASESOR PROYECTO GRADO 2**

Se expide el presente certificado a solicitud del interesado, en la ciudad de Bogotá, D.C., a los (20) días del mes de noviembre de 2024.

Cordialmente,

**EDID PULIDO GOMEZ**  
Jefe de Talento Humano  
[Nomina.gh.syso.co](mailto:Nomina.gh.syso.co)  
3114528429

Calle 78 No. 10 - 38, CA 11, Bogotá D.C. [www.syso.co](http://www.syso.co) [contactanos@syso.co](mailto:contactanos@syso.co)



Comentar



Resaltar



Subrayar



Tachar



Dibujar



Más herra...