

Contract of employment

This contract of employment applies to employees who fall under the Act relating to Civil Servants of 16 June 2017 No. 67 (the Civil Service Act)

Case number

Employee			
Name of employee		Personal ID number	
Address			

Agency	
Name of Agency	
Address	

Duration, probationary period and period of notice			
Commencement date		The post is permanent	

Temporary appointment		The contract ends without prior notice	Date of termination of employment (if applicable)	
			Expected date of termination of employment (where no specific date of resignation has been set).	
			Circumstances that will result in termination of employment	
			Legal basis for temporary employment, cf. section 9 of the Civil Service Act	
If the duration of the temporary employment has exceeded one year, the employee is entitled to one month's notice, cf. section 17 (4) of the Civil Service Act.				

Probationary period		The probationary period is six months, cf. section 15 (1) of the Civil Service Act The probationary period may be extended corresponding to absence during the probationary period which is not caused by the employer, cf. section 15 (2) of the Civil Service Act.	It is decided by the appointment committee that the probationary period shall not apply, cf. section 15 (1) of the Civil Service Act	

Notice period pursuant to section 22 of the Civil Service		In the event of a transfer to a position or a post outside the state administration or in the establishment of a business activity, quarantine and a prohibition may be imposed in accordance with the Act regarding the duty of information, quarantine and prohibition of politicians, officials and civil servants of 19 June 2015 No. 70 (the Quarantine Act).The employee shall provide information to the appointing authority on all such transitions that take place within twelve months after resignation, cf. the Quarantine Act section 15.
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Type and scope of work, place of work				
Grade code		Grade designation		Percentage of full-time post
Place of work	Adress of agency	State any other places of work		
Workplace abroad for more than one month		No	Yes (if yes, fill in the following)	
Duration (from-to)		Conditions for journeys home		
Currency for salary payments		Cash benefits, benefits in kind (if any)		

Pay, holiday, working hours			
Payment, pay grade		Date of salary payment each month	
<ul style="list-style-type: none"> Pay and other remuneration shall be in accordance with the current collective agreement. If the employee, owing to an error, has been paid too much salary, the parties agree that the payer of salary may in connection with the next salary payment make such deduction as is necessary to correct the error. Holiday and holiday pay shall be in accordance with the Holidays Act and the current central special agreements. Normal working hours shall be in accordance with the current collective agreement and work schedule. 			

Name of employee		Personal ID number	
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Additional work outside working hours, additional employment, and the like

An employee may not perform additional work for another employer or operate private income-producing activities outside working hours that are not in compliance with the current provisions concerning this in the Basic Collective Agreement and in the Civil Service Handbook.

Reference to any provisions or permits entitling exemption from such provisions	
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Collective agreements, ruler and other appointment conditions

The employment is regulated by the current Basic Collective Agreement, Basic Agreement and other central collective agreements for the Civil Service concluded between the Norwegian Government represented by the Ministry of Local Government and Modernisation, the Norwegian Confederation of Trade Unions – Section for State Employees (LO Stat), the Confederation of Vocational Unions – Section for State Employees (YS Stat), the Federation of Norwegian Professional Associations (Akademikerne) and the Confederation of Unions for Professionals, Norway (Unio).

In addition, the employee is subject to the following special agreements	
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Appointment and personnel rules of the agency are part of this agreement	Yes		No	
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The appointment is otherwise made on the current conditions applying to civil servants pursuant to the Working Environment Act, the Act relating to Civil Servants, etc. of 16 June 2017 No. 62, the Act relating to the Norwegian Public Service Pension Fund of 28 July 1949 No. 26 and the Act relating to age limits for civil servants and others of 21 December 1956 No. 1

Other special statutes applying to this employee, if any	
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Other conditions

Signatures

Place		Date	
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For the agency, by authority	Employee
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