

## Post-Retirement Contract Renewal Form

### Employee Details

<b>Name</b>		<b>Employee ID</b>	
<b>Department</b>		<b>Retirement Date</b>	
<b>Contract Valid Till</b>		<b>Recommended Extension Till</b>	

### Department Recommendation(s)

<b>Decision</b>	It is hereby confirmed that the employee is recommended for a one-year contract extension: <input type="checkbox"/> Yes <input type="checkbox"/> No
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<b>Justification</b>	
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<b>Supervisor Name</b>		<b>Signature</b>	
<b>HOD Name</b>		<b>Signature</b>	
<b>HR Head</b>	Ms. Wajiha Ally	<b>Signature</b>	

<b>Date</b>	Click or tap to enter a date.
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**Important Notes:**

1. If employee continues to work after the retirement age, the status of his/her employment will be changed from permanent to contract.
2. The provident fund benefit will not be applicable after retirement. Employees can choose to withdraw his/her existing balance of provident fund after retirement age.