

# Oancea Membership

We are pleased to offer you the membership at Oancea Group. Your start date will be [Start Date]. You will receive all the benefits of the membership if you sign all the agreements and complete all the requirements. In order for this partnership to become fully valid you must sign and complete all required documentation in this contract. With this you agree to uphold the professional reputation of Oancea Group and act in accordance with company policies and ethical standards at any time, you agree that you will always responsibly represent our organization. The probation period if you want to terminate your employment/partnership/membership is one (6) months.

Your Signature:

## Oancea Group Values

At Oancea Group, we are committed to cultivating a workplace culture grounded in the following core values:

- The purpose of our organization is to help other people and animals to stop suffering from things like hunger, thirst, cruelty, war, climate change, and extreme pollution. You have the absolute responsibility for our sustainable practices to ensure that we make a positive impact on the planet and future generations.
- We empower employees and teams to take initiative and contribute to strategic decisions in collaboration with leadership.
- You uphold genuine honesty, transparency, and ethical behavior in all our actions and decisions.
- Our working hours are long and hard core, being the only way we can beat our competition most effectively.
- You encourage creativity and continuous improvement, embracing new ideas and technologies to drive progress.
- We believe in teamwork, open communication, and mutual respect to achieve shared goals. You will respect everyone equally no matter what position they have because we are all humans at the end of the day and this is nothing more than a job.
- You must achieve ultra top quality and professionalism in all aspects of your work in every aspect of our work, and you deliver outstanding results achieved by a hard core working culture.
- We completely cease political opinions at all times to be closer to humanity.

By joining Oancea Group, you agree to fully agree to our values and contribute to a positive, ethical, and forward-thinking workplace and join our united culture.

Your Signature:

## **Your Gains and Benefits**

1. Access to special opportunities, investments and particularly emergency cases such as recessions.
2. Free access to services, products, support, infrastructure, network, systems, assets, places, technologies, intelligence and more of ALL the Oancea Brands INCLUDING FUTURE BRANDS owned by Oancea Group for permanent time with the Oancea Credit Scoring System.
3. Immediate efforts to upgrade Mindsett Security and Investments to higher standards including, AI and automation, campaigns, branding, web properties, presentation and any more requests.
4. Realisation of projects together as a community with a common ideology and vision.
5. The owner of Mindsett Security e.U. will get an immediate "Ultra High Status" badge in the International Oancea Rank (IOR).

## **Membership Requirements**

1. You have to be somewhat involved in our company or traditions.
2. You need to actively exercise our Values.
3. You Must Always promote all Oancea Companies and this membership.
4. Your favorite animal should be Retriever dogs.
5. Oancea Group will assume only those liabilities expressly agreed upon in writing; all other liabilities remain with Mindsett Security or are settled prior to integration.
6. You have to participate in the unpaid International Oancea for Good Week (IOGW) from 01.09 - 07.09
7. You should write one article per year on oancea blog
8. Both parties agree to maintain the extreme confidentiality of all operations, products, intelligence, incentives, proprietary and sensitive information throughout and after the integration process.
9. Any disputes arising from the integration will be resolved through internal negotiation or, if necessary, arbitration under the laws of [Jurisdiction].
10. Amendments and this contract must be in writing and signed by both Parties.

11. You have to follow and support all public profiles of the company.
12. You must always have the Oancea App installed and placed on the home page of your phone.

## **Non-Disclosure Agreement**

This Non-Disclosure Agreement is entered into between Oancea Group ("Disclosing Party") and you ("Receiving Party") as of \_\_\_\_\_.

"Confidential Information" includes all non-public business, technical, financial, or proprietary information disclosed by Oancea Group, whether oral, written, electronic, or any other form, including but not limited to trade secrets, client data, strategies, research, and internal communications.

The Receiving Party agrees to:

- Maintain strict confidentiality of all Confidential Information at all times.
- Not disclose, copy, reproduce, or distribute Confidential Information to any third party without prior written consent from Oancea Group.
- Use Confidential Information solely for purposes of employment and never for personal gain or outside interests.
- Take all reasonable measures to prevent unauthorized access or disclosure.

These obligations remain in effect during this partnership/employment and for a period of five (5) years after termination of partnership/employment.

Upon termination of employment or upon request, the Receiving Party must immediately return or destroy all materials containing Confidential Information or any information that might harm the organization in the competitive market.

Any breach of this Agreement will result in immediate termination, legal action, and liability for all damages and losses incurred by Oancea Group, including injunctive relief.

By signing below, the Receiving Party acknowledges understanding and acceptance of the terms of this NDA

Your Signature:

## **Compensation and Benefits**

You will receive a gross annual salary of CHF [amount], paid in monthly installments by direct deposit. In addition to your base salary, your overhours will be paid by the same rate and if you stay until 9 you will get a free uber ride home and you will get a free dinner in the office. Mandatory social security contributions, including AHV, IV, EO, and unemployment insurance, will be deducted from your salary in accordance with Swiss law, with the employer contributing its share. If your income exceeds the legal threshold, you will be enrolled in the company's occupational pension plan, with contributions shared between you and the employer. The company provides accident insurance covering work-related injuries and diseases. You are required to maintain your own health insurance, as Swiss law mandates. You are entitled to 45 weeks of paid holiday per year, which meets or exceeds the legal minimum, and paid public holidays recognized in your canton of employment will be observed. Any additional benefits such as travel allowances, meal vouchers, or training support will be described separately.

Your Signature:

## **Overtime Policy and Compensation**

Your standard working hours are [number] hours per week as stated in this contract. Any work done beyond these hours is considered overtime and should only be performed when authorized by your supervisor or the company. You must accurately track any overtime hours and submit them for approval. Typically, overtime will be compensated by granting you equivalent time off at a later date. If it is not possible to take time off, the overtime will be paid at your normal hourly rate plus at least a 25% premium, in line with Swiss labor law. Please note that overtime should remain within the legal limits for maximum working hours, and any overtime beyond those limits requires special approval. Some employees, such as senior management, may have contracts that include overtime compensation within their salary. The company complies with Swiss laws regarding daily and weekly maximum working hours and mandatory rest periods.

Your Signature:

## **Paid Sick Leave, Maternity, and Paternity Leave**

If you become ill, you are entitled to paid sick leave in line with Swiss law and company practice. You must notify the company as soon as possible and provide a medical certificate when requested. Female employees are entitled to at least 14 weeks of maternity leave paid at a minimum of 80% of their salary, starting from the birth of the child, in accordance with Swiss maternity insurance. Fathers are entitled to two weeks of paid paternity leave, which should be taken within six months of the child's birth. The company may also provide additional parental or compassionate leave where applicable under Swiss labor law or company policy. When your leave ends, you have the right to return to your previous position or an equivalent role with the same salary and conditions as before.

## **Data Protection**

The company is committed to protecting your personal data in compliance with Swiss data protection laws. We will collect and process only the personal information necessary to manage your employment, such as your identity, contact details, salary data, and any health information relevant for employment purposes. Your data will be shared only with authorized personnel within the company or required third parties, such as social security offices or tax authorities. We take appropriate technical and organizational steps to keep your information secure and confidential. Your personal data will be kept only as long as necessary for legal or business reasons and will be deleted or anonymized afterward. You have the right to access your personal data, request corrections, limit processing, or delete data where legally possible. You may also withdraw any consent you have given for non-essential data processing without affecting your employment. For any questions or requests concerning your personal data, you can contact the company's data protection officer at [contact info].

## **Arbitration Agreement**

All disputes, claims, or controversies arising out of or relating to Employee's employment, termination, or any other relationship with Oancea Group, including but not limited to statutory, contractual, tort, or common law claims, shall be exclusively resolved by final and binding arbitration. No dispute may be brought in any court, except to enforce or confirm an arbitration award. The Employee expressly waives any right to

participate in a class, collective, or representative action. All claims must be brought on an individual basis.

Your Signature:

## **Direct Deposit Agreement**

Employee hereby authorizes Oancea Group to initiate electronic deposits of all wages, salaries, and any other compensation directly into the bank account provided.

Oancea Group is not liable for delays or losses due to incorrect or incomplete account information provided by Employee. Employee is responsible for promptly resolving any issues with their financial institution. Employee affirms that all account information provided is accurate and up-to-date. Employee must notify Oancea Group in writing of any changes at least 10 business days in advance.

All payments from Oancea Group to Employee shall be made exclusively via direct deposit. No paper checks will be issued except in extraordinary circumstances as determined solely by Oancea Group. This authorization remains in effect until Oancea Group receives written notice of termination from Employee or until employment ends and all final payments are made. Oancea Group will handle all banking information in accordance with applicable data protection laws.

Your Signature:

## **Tax Statement**

The Employee acknowledges that all salary payments and benefits received from Oancea Group are subject to Swiss tax regulations, including federal, cantonal, and municipal income taxes applicable in the canton of Zug. The Employer will deduct mandatory social security contributions (AHV/AVS, IV/AI, EO/APG, ALV) and, where applicable, withholding tax (Quellensteuer) at source, in accordance with Swiss law. The

Employee is responsible for filing an annual tax return with the relevant tax authorities unless fully subject to withholding tax. The Employer will provide all necessary salary certificates and documentation to support the Employee's tax declaration. Any changes in tax status or residency must be promptly communicated to the Employer to ensure correct tax withholding and reporting.

### **State of emergency policy**

You agree to protect your fellow team and organization members and to get protected incase of a military or political conflict between Oancea Group and another party or group. In the event of a declared state of emergency, employees agree to follow lawful instructions issued by Oancea Group to ensure safety and business continuity

Your Signature:

We look forward to welcoming you to our team.