



GIVETH WORK AGREEMENT

Work agreement between [Name of Contributor] and Giveth

ROLE:

ROLE DESCRIPTION: link

START DATE:

AGREEMENT TYPE & COMPENSATION:

Giveth agrees to pay the contributor at the following rate.

Agreement type:

Number of hours per month:

Compensation:

Contributor's Wallet address for compensation:



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TERMS:

1. **(For hourly contributors) Hours reporting:** The contributor is now eligible to invoice for full-time hours, up to 40 hours a week, contingent upon the availability of sufficient work assignments. In the event that there is an insufficient volume of tasks to substantiate billing 40 hours per week, the contributor is not allowed to invoice for full-time hours.
2. **Project Delivery Obligations:** Contributor must deliver individual projects on time as per agreements with the Working Groups.
3. **Onboarding:** Contributor must read and understand the Giveth onboarding document; inclusive of all work cultural practices and performance expectations.
4. **Time Reporting:** Contributor must enter and finalize their time reports in Clockify on or before the 5th day of the following month.
5. **The Buddy System:** Quarterly work assessments will be conducted through self-review, evaluation by Giveth, and feedback from peers, facilitated by the assigned Giveth Buddy.
6. **Intellectual property:** Giveth shall own all intellectual property rights to all data, content and material related to work performed.
7. **Confidentiality:** The contributor may have access to confidential, personally identifiable and/or proprietary information concerning Giveth, during and after engagement. You must not use or disclose or allow anyone else to use or disclose any confidential and/or proprietary information, except:
 - 7.1. As necessary to perform the duties for Giveth properly; or
 - 7.2. With Giveth's consent; or
 - 7.3. As required by law or ordered by a court in your jurisdiction. Any violation of this clause shall be prosecuted by Giveth to the fullest extent of applicable law
8. **Injunctions and/or damages:** Giveth shall not be held liable to any damages that may occur as a result of performing one's duties.
9. **Governing Law and Dispute Resolution:** The Contributor, if there are any disputes, differences, controversies or claims arising out of or in connection with the Work Agreement, including (but not limited to) any question regarding its existence, validity, interpretation, performance, discharge and applicable remedies, first discuss them with their buddy, or if that doesn't feel comfortable or satisfy the issue, reach out to Gravity for support.
10. **Independent Contractor Status:** As a contributor, you are deemed as an independent contractor/freelancer, not an employee of Giveth.
11. **Taxes:** Giveth will not withhold any taxes or make payments on the contributor's behalf. Contributors shall pay their personal taxes that are incurred while working with Giveth—including all applicable taxes in their country of residence. Giveth is not responsible for your taxes, however we can provide some anecdotal support that is not legal or financial advice.



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12. **Insurance:** Giveth does not provide insurance coverage of any kind for our contributors.
13. **Vacation:**
 - 13.1. Full-time contributors are entitled to 1.6667 paid days off per month, totaling 20 days per year. Full-time contributors who have worked for 2 years or more are eligible for 25 days of paid time off per year, equivalent to 2.08333 paid days off per month.
 - 13.2. Hourly contributors are entitled to 1 hour paid-time off for every 13 hours of work rendered, and 1 hour paid-time off for every 10.44 hours of work rendered for those who have worked for 2 years or more.
 - 13.3. There is no paid vacation for contributors working under 75 hours per month or those under a fixed contract.
 - 13.4. Should it be an extended leave, the Contributor shall train and prepare someone who will replace them during their absence.
 - 13.5. The earned Paid Time-off (PTO) can be utilized for:
 - Sick leave
 - Vacation leave
 - Emergency leave
 - Local and national holidays
 - All other kinds of time-off not mentioned above will be claimed from the contributor's earned PTO unless otherwise granted by the management.
 - Maternity and paternity leave can be claimed on top of the earned PTO for contributors who have worked for at least 1 year. The number of days granted is subject to negotiation and upon the discretion of the management.
14. **Technical Services Partnership with General Magic:** Giveth contributors may provide services to non-Giveth clients under the management of General Magic. Compensation for this work will be in accordance with the existing terms outlined in this agreement, without any additional payment or adjustments. Any revenue generated from these non-Giveth projects will be allocated to Giveth as part of the organization's overall revenue.
15. **Terminating the Agreement:** Either party may terminate this work agreement at any time by giving 3 week's written notice to the other party of the intent to terminate. The offboarding process includes:
 - 15.1. Provide at least 3 weeks notice.
 - 15.2. Finish and deliver all ongoing projects.
 - 15.3. Handover process to new team/person (2 weeks of availability for support after the 3 weeks).



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- 15.4. If the task or project ends, and/or the Giveth or the Contributor no longer wants to continue with this working agreement, either party can end the agreement freely with 3 weeks' notice.
- 15.5. Giveth, through the additional support of Griff, will assist in the transition to a new job by providing a reference and confirmation of past contract with Giveth.
16. **Non-Solicitation:** The contributor agrees that, during the term of his/her contract and for a period of Six (6) months after the last day of contract to not work directly or be hired by any clients or partners that have worked with Giveth, unless given direct approval from Giveth.
17. **Hackathon Winnings:** If Giveth covered the contributor's expenses (flight, accommodation, etc.) for participating in the event or if it is done during working hours, the Contributor shall donate a minimum of 33% of their net winnings.

Accepted and Agreed:

Giveth

Contributor