This English text is not an authentic and, hence, not a legally binding version of the IT collective agreement but rather a working aid. Solely the German version published by the Austrian Professional Association for Consulting and IT is legally binding and authentic. With regard to individual contractual relations both the IT collective agreement and the applicable labour legislation must be taken into consideration.

Annex V

to the collective agreement for employees of service providers in the field of automatic data processing and information technology

Sample notice of employment

Duty-free according to the decree of the Austrian Federal Ministry of Finance from 1 March 1994, No. 100859/2-IV/10/942	
(Nam	ne and address of the employer, stamp)
	NOTICE OF EMPLOYMENT (according to the Act on Employment Contract Law Adaptations) AVRAG
l.	Mr/Msresiding at
II.	Start of employment
	The employment relationship is concluded for an unlimited period of time/is limited* until).
III.	The employment relationship is subject to the collective agreement for employees of service providers in the field of automatic data processing and information technology as amended, as well as to all company agreements concluded between the management and works council of the company, all as amended.
IV.	The name and address of the employee's severance fund are:
٧.	The provisions of the Austrian Act on Salaried Employment apply to the termination of this employment relationship.
VI.	Place of employment:
VII.	Duties (task profile):
VIII.	Classification: Task group: Advancement level:

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	Monthly gross salary according to the collective agreement: The next advancement will take place on: The gross monthly salary that will actually be paid out is currently €, payable times per year.
In addi	ition to this, the employee is entitled to the following benefits:
	1. Allowances (per month, payable times per year):
	 Flat overtime allowance: €
	The employee is entitled to the inclusion of this commission/bonus*) in the basis for the calculation of special payments. The monthly pay claims will be paid according to Art. 15 AngG. The special payments are due according to the provisions of the collective agreement.
IX.	Holiday: The following employment periods will be taken into account in the calculation of the holiday entitlement:
	The holiday entitlement per year of employment is business days/working days*) and business days/working days*) starting in the year of employment.
X.	Working hours: The regular weekly working hours amount to hours.
XI.	The employee is entitled to a copy of all company agreements that apply to him/her*). These can be viewed at
XII.	The following certificates were submitted in good time for the purposes of crediting previous employment periods according to Art. 15 of the collective agreement:
•••••	

^{*)} Strike through where appropriate.