
ZERO RECRUITMENT FEES POLICY

Intretech practices a “Zero Fees Policy” in recruiting its foreign migrants workers. Workers shall not be required to pay employers’ agents or sub-agents’ recruitment fees or other related fees for their employment. The terms “recruitment fees” or “related costs” refer to any fees or costs incurred in the recruitment process for workers to secure employment or placement, regardless of the manner, timing or location of their imposition or collection. This includes fees and costs associated with the recruitment, hiring, placement, processing, transportation, and ongoing management of workers in both sending and receiving countries.

Intretech covers the official cost of recruiting foreign migrant workers, where recruited foreign migrants workers are concerned, no recruitment fees, including any fees incurred to them at any stage of the recruitment process, whether by us, our contractors, our agents or their sub-agents in receiving and sending countries will not be charged to them. Employer will pay the fees directly, or that the costs of recruitment are included in the fees that the company pays the agent. Employee will be free from paying recruitment fees or related costs. Where recruitment fees or related costs are charged this must be covered by the employer. Indirect fee charging (such as through deductions from wages and benefits) is prohibited. Any expenses to workers are notified to workers before expenses are made and receipts are be provided to workers

The foreign migrant worker are not required to pay the below fees:

- i. Workers (or their families) do not pay the costs and fees associated with recruitment and processing including any government levies
- ii. No other item of value may be given in lieu of fees
- iii. Transportation and lodging costs (In transit subsistence) to bring workers to the workplace are not paid by the worker directly or indirectly
- iv. Out-bound transportation and lodging costs and any fees including repayment of government levies are not paid by the workers upon
 - a. Completion of the employment contract
 - b. Early termination of the employment contract with adequate notification
- v. Application recommendation, recruitment, processing placement (No bonds or deposit for placement)
- vi. Pre-Departure Fees And Costs
- vii. Equipment tool and apparel
- viii. Documentation and permit

Company are responsible for monitoring their possible recruitment agencies to make sure that they follow these guidelines and do not charge any recruitment related fees from the workers. If such fees are found to be charged to the workers, company will require the recruitment agency to repay the workers. If such an action has not been undertaken by the recruitment agency, **Intretech** will suspend any relationship with the agency until the matter is rectified.

Ming Yang

CEO

15th December 2023