



# NATIONAL AGRICULTURAL RESEARCH ORGANISATION

## SECRETARIAT

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Our Ref: .....

Your Ref:.....

June 30, 2020

Mr. Simon Mbalule  
System Administrator  
**NaSARRI**

Thru: Director, NaSARRI

*Congratulations*

### RE: RENEWAL OF EMPLOYMENT CONTRACT

Reference is made to section 3.8.1 of the Human Resources Manual of NARO staff terms and conditions of service.

Pursuant to the above provision, I am pleased to inform you that your employment contract with the National Agricultural Research Organization (NARO) which expires on 30<sup>th</sup> June 2020 will be renewed for a period of **FIVE** years effective 1<sup>st</sup> July 2020 up to 30<sup>th</sup> June 2025.

During the above period, your performance will be evaluated against agreed performance targets spelt out in the performance agreement form at the beginning of the assessment period (July- June) of each financial year. If your performance is found un-satisfactory, you will be put on a performance improvement plan for the following year, if no improvement is registered in the successive annual performance evaluations, your contract shall be terminated in accordance with the NARO Performance Management policy 2017.

An employment contract agreement form detailing terms and conditions of service under the new contract will be made available to you by 30<sup>th</sup> July 2020.

I take this opportunity to wish you success in your new contract.

Dr. Ambrose J. Agona  
**DIRECTOR GENERAL**