



Ok Tedi Mining Limited

SALARY SACRIFICE REQUEST FOR YEAR: _____

EMPLOYEE NAME: _____ EMP NO. _____ DATE: _____

EMPLOYEE GRADE: _____ EMP POSITION: _____

NAME OF SCHOOL/COLLEGE/INSTITUTION: _____

DEPENDANTS' NAME: _____ GRADE THIS YEAR: _____

BOARDING FEES	:	K/\$
TUITION FEES	:	K/\$
OVERSEAS LEVY	:	K/\$
OTHER (PLEASE DESCRIBE) _____	:	K/\$
_____	:	K/\$
_____	:	K/\$
_____	:	K/\$
_____	:	K/\$
SUB-TOTAL	:	K/\$
		<i>less payments</i> K/\$
TOTAL	:	K/\$
LESS CO. SUBSIDY	:	K/\$
BALANCE	:	K/\$
SALARY SACRIFICE	:	K/\$

: (As per policy - *maximum 30% of Gross Base*)

Having read and understood OTML's Salary Sacrifice Policy and Procedure I hereby agree to abide by the said Policy and Procedure and request the Salary Sacrifice amount to be deducted in equal fortnightly installments from my salary which is to be acquitted by the end of the calendar year on which my Salary Sacrifice is approved. Furthermore should my employment with OTML be severed for any reason I hereby authorize OTML to recover any outstanding monies from my final pay and superannuation.

Employee Signature: _____

(Please attach evidence of your son's/daughter's enrollment and associated costs).

Checked: _____
(PERSONNEL OFFICER)

Approved: _____
(SUPT. EMP BENEFITS & SERVICES)

Action: _____

Date: _____

DISTRIBUTION

- 1. Finance
- 2. Superfund
- 3. Employee
- 4. Personnel