**Compensation and Benefits Policy**

COMPANY NAME All workers of the company have the right to have all the benefits that the law mandates (vacation, bonus payment, rest days, enjoyment of holidays, among others) and will not be negotiable. Workers according to their performance and meeting the productivity goals set by the company, may be entitled to other benefits and compensations that will be determined by the company when required.

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| ***Name***  General Manager  Date: MM/DD/YYYY |  |