

THE NORWICH CENTRE
AND
NORWICH CENTRE PROJECTS LTD

SICK PAY POLICY

To be attached to contracts of employment to all Norwich Centre and Norwich Centre Projects employees.

In the event an employee of The Norwich Centre, or of Norwich Centre Projects Ltd, needs to take sick leave, the following policy will come into effect:

- (a) Full pay will be continued for a period of three months.
- (b) This period will commence from the date of issue of the first medical certificate.
- (c) Subsequently, Statutory Sick Pay will commence for a further three months.
- (d) At the conclusion of this six months, notice of termination of employment will be given, according to the original contractual terms of employment. Full pay will apply for this period of notice.
- (e) In a case where repeated intermittent sick leave has occurred, the Trustees reserve the right to review this matter with the employee in question.

February 1996 (amended August 1998)