

**REPUBLIC OF LIBERIA)
MONTSERRADO COUNTY)**

PUBLIC RELATION OFFICER CONTRACT

This Public Relation Contract made and entered into this 9th day of September A.D 2019

BY AND BETWEEN

Mr. C. Francis Sibley is hereby referred to as the Public Relation Officer

And

The National Commission on Disabilities of the Republic of Liberia is hereby referred to as NCD.

The total value of the contract is US\$1,600.00(One Thousand Six Hundred United States Dollars) for the provision of Public Relation Consultant for the Fiscal Year 2019/2020; Quarterly US\$400.00(Four Hundred United States Dollars). Payment will be made on a Quarterly basis.

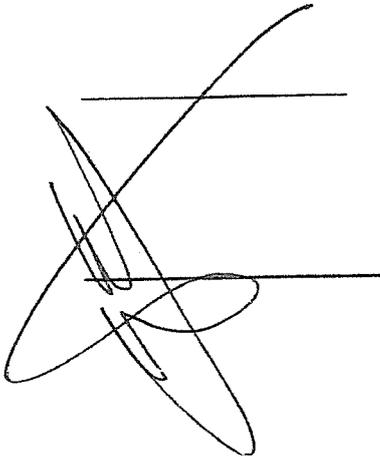
WITNESSETH

- 1. It has been mutually agreed and understood by and between the Public Relation Officer and the Management of the National Commission on Disabilities for an initial period of Ten (10) months or Four Quarters commencing from the 9th day of September A.D 2019 to the 30th day of June A.D 2020.
First Quarter payment (September & October 2019), Second Quarter Payment November & December 2019), Third Quarter payment (January – March 2020) and Fourth Quarter payment (April –June 2020) .*
- 2. That the Public Relation Officer shall on a monthly basis provide management of NCD a full briefing on Media related issues and propagate the message of NCD to the general public.*
- 3. That the Public Relation Officer shall provide strategic Media plan guidance to the NCD for the 2019/2020 Fiscal Year and also shall provide training for the NCD staff.*
- 4. That the Public Relation Officer provides a Bi-monthly briefing to the management of NCD on a media related issues.*
- 5. In consideration thereof, the NCD shall pay Quarterly to the Public Relation officer the amount of US\$400.00(Four Hundred United States Dollars).*
- 6. That the Public Relation Officer shall develop disabled related jingles that will create the adequate awareness on issues of persons with disabilities.*
- 7. The Public Relation Officer shall develop disabled related program that will educate the public on issues of persons with disabilities and also disseminate the achievements and challenges face by the Commission to seek Donors/Partners assistance.*

8. The contract shall be renewable at the mutual consent of both parties; however any party wishing to terminate said contract prior to the expiration date should serve a 30 days written notice to the other party before the termination period of this contract.

In witness whereof, the parties hereto have affixed their signature on the date first written above.

IN THE PRESENCE OF:



A large, stylized handwritten signature in black ink, written over two horizontal lines.



A circular fingerprint impression is located above the signature line.

C. Francis Sibley
Public Relation Officer



A stylized, blocky signature in black ink, written over a horizontal line.

NATIONAL COMMISSION ON DISABILITIES (NCD)
Represented by its Executive Director
Ricardia B. Dennis (Mrs.)
PRINCIPAL

