

Honeywell Technology Solutions Lab Pvt. Ltd.  
CIN: U72200KA1994FTC016379  
Survey no. 19/2, Devarabisanahalli village,  
Vathur Hobli, Bengaluru East Taluk  
Bengaluru-560 103, INDIA.  
Tel: +91-80-26588360/41197222  
Fax: +91-80-26584750,  
Email: HTSL-Communication@honeywell.com  
Website: www.honeywell.com

**LETTER OF APPOINTMENT**

21 April 2022

**Prachi Gulihar**  
**3h-13, Nit,**  
**Faridabad, Haryana-121001**

**Dear Prachi,**

Honeywell's vision is to be one of the world's premier companies, distinctive and successful in everything we do. Our primary goal is to exceed our customer expectations by delivering competitive, quality products and services on time, every time.

This is an aggressive goal, which can only be attained by recruiting and developing a talented workforce. Honeywell wants individuals, who bring a diverse perspective to our business challenges, yet share our common behaviours: Have a Passion for Winning, Be a Zealot for Growth, Think Big...Then Make it happen, Act with Urgency, Be Courageous, Go Beyond, Inspire Greatness and Become your Best.

Further to your recent interview interaction with Honeywell, we are delighted to extend this offer of employment to you. This offer is conditional on (i) satisfactory reference check of all qualifications and the accuracy of the employment history provided by you; (ii) successful completion and passing the pre employment drug tests conducted by Honeywell or any company designated by Honeywell to conduct the same; (iii) the acceptance of the terms and conditions of your assignment as set forth below including the attachments that are incorporated by reference "offer" and (iv) your obtaining the necessary work or employment passes or permits from the relevant authorities in India to work in India, if applicable. The term "Company" below shall refer to the hiring entity and the term "Honeywell" to its parent entity and/or Honeywell International Inc, its predecessors, designees and successors and its past, present and future operating companies, divisions, subsidiaries, affiliates and other business units.

**General Conditions**

- |                                    |                                                                                                         |
|------------------------------------|---------------------------------------------------------------------------------------------------------|
| 1. Position                        | <b>Exp Tech Writer</b>                                                                                  |
| 2. BU/Department                   | <b>HTS-EPMT</b>                                                                                         |
| 3. Manager                         | You will report to such Manager who will be assigned by Honeywell as your supervisor from time to time. |
| 4. Date of Employment Commencement | <b>25 April 2022</b>                                                                                    |
| 5. Band                            | <b>3</b>                                                                                                |

**B. Remuneration Package**

DS  
a

DocuSigned by:  
*Prachi Gulihar*  
4BCA6AA4DE604EB...

6. Total Fixed Cash Compensation Your total fixed cash compensation is **INR 14,00,000/- (Fourteen Lakhs Only)**. Please see attached Salary Break Up Sheet for details.

7. Compensation Administration & Delivery Your compensation will be reviewed in accordance with the review cycle determined by the company and shall be based on your job performance, business performance, Honeywell performance as well as market pay trend.

## C. Benefits

8. Leave Policy You will be eligible for leaves as specified in Company leave policies.

9. Group Health Insurance You will be entitled to Company provided medical insurance based on the Company's current medical insurance scheme

10. Personal Accident /Term Insurance You will be entitled to Company provided personal accident insurance and other insurance based on the Company's current insurance scheme.

11. Provident Fund or similar mandatory schemes You are eligible for Provident Fund and Gratuity upon your employment commencement.

You and Honeywell shall make contributions in accordance with the provisions of the Employees' Provident Fund And Miscellaneous Provisions Act, 1952.

Aadhaar details are mandatory for your Provident Fund enrolment:

- As per the mandate from Employee Provident Fund Office (EPFO) all new joiners have to furnish their Aadhaar number at the time of joining to remit the Provident Fund Contributions.
- In case of non-availability of Aadhaar card, Aadhaar enrolment number to be furnished at the time of joining.
- Failing to provide Aadhaar number or Aadhaar enrolment number will result in non-remittance of PF contribution.

You will be eligible to receive Gratuity in accordance with the terms and conditions stipulated under the Payment of Gratuity Act, 1972.

12. Maternity Benefits You shall be entitled to the benefits available under the Maternity Amendment Act 2017, if applicable.

## D. Other Matters

13. Probation Period 6 months from your Date of Joining. Successful completion of probation period is dependent on satisfactory performance as assessed by your Supervisor. Upon successful completion of your

DS  
a

DocuSigned by:  
Prachi Gulihar  
4BCA6AA4DE604EB...

probation period, your services will stand confirmed automatically. In case of any extension in the probation you will be appropriately informed in writing.

14. Contract Term and Notice Period

This employment may be terminated at any time:

- by giving 30 days advance notice, in writing, during the probationary period or payment in lieu thereof to the other party, or

- by giving 60 days advance notice, in writing, after confirmation in service or payment in lieu thereof to the other party; the above mentioned notice period shall be curtailed only with prior approval from the management.

- If in the reasonable opinion of Company your performance is below expectation or if you are guilty of serious misconduct, Company may terminate your employment summarily without notice. Serious misconduct includes, but is not limited to, dishonesty, theft, misrepresentation, breach of the Substance Abuse Policy; refusal to obey a reasonable command of Company.

The Company reserves its right to insist on you to complete the project on hand and/or to complete the transition process before being relieved from the service. In the event, you leave the service of the Company without serving the Notice Period and completing your transition process, the company is entitled to take appropriate action against you.

In the event the Company relieves you before the expiry of the Notice Period, you will be entitled to receive the salary for the unexpired period of Notice."

15. Work Location

You will be employed at **Honeywell Technology Solutions Lab Pvt. Ltd.** located at **Bangalore**. Your services may be transferred to such other place of business of the Company or its subsidiaries and associates in or outside India as the Company may determine from time to time.

16. Work Hours

Your working hours will be governed by applicable laws of India and may be revised from time to time.

17. Duties

During your employment with Company, you will be required to devote your entire time and attention to your duties and not engage in any other trade, business, or occupation

18. Dress Code

You are expected to dress in business attire, smart casual and/or uniform, based on the existing policy of the company which may be revised from time to time.

19. Income Tax Payment

You will be solely responsible for your income tax. Where required by the local laws and tax authorities, the Company will deduct income taxes you owe from your monthly income and remit such monies to the tax authorities on your behalf.

20. Non-Solicitation

You are subject to the terms as set forth in the attached Employee Agreement Relating to Trade Secrets, Proprietary and Confidential Information and all Supplements thereto.

DS  
a

DocuSigned by:  
Prachi Gulihar  
4BCA6AA4DE604EB...

21. Confidentiality
- You are subject to the terms as set forth in the attached Employee Agreement Relating to Trade Secrets, Proprietary and Confidential Information and any and all Supplements thereto. All information concerning the business, practices or finances of the Company shall be considered as strictly confidential and any breach thereof is deemed a serious misconduct which entitles the Company to terminate your employment in accordance with the provisions above.
22. Non Violation
- You represent that by accepting the terms of this offer, you will not be in violation of the terms of any agreement with your previous employers or third parties.
23. Code of Business Conduct
- Any time during the term of your employment, you are required to comply with all applicable laws, regulations and the Honeywell Code of Business Conduct, as may be amended from time to time. Please read the Honeywell Code of Business Conduct thoroughly as soon as your employment commences and attend all mandatory training as advised from time to time.
24. Access To Communication System
- You shall use internal e-mail, voice mail, computer systems, etc. for work purposes and refrain from using them for personal purposes. Further, you agree that the Company may access or examine these systems, from time to time, pursuant to the Company's business requirements and in order to check if you have observed the Company regulations or if there have been any illegal or improper affairs.
25. Governing Law
- This letter shall be governed by and construed under the laws of India without regard to its principles of conflicts of laws. Notwithstanding the foregoing, the Company reserves the right to invoke the jurisdiction of any competent courts in India (in particular its labour courts) or in any other country or jurisdiction (whether concurrently or not) to remedy or to prevent violation of or enforce any provisions in this offer. To the greatest extent permitted by applicable law, you waive any objection which you might now have to such courts being used as a forum to hear and determine any claim or suit.
26. Retirement Age
- You will retire from the services of the company on your completion of the age of 60 years subject to "Contract Terms and Notice Period" clause mentioned in this letter.
27. Other Payments
- You agree and authorize Honeywell to recover any amount paid to you other than salary (Notice Period buy-out, Joining Bonus or relocation) and you agree to authorize the same at the time of your exit.
28. This offer is conditional on your in-person reporting at the joining/induction site on 25 April 2022 or any other mutually agreed and documented date of joining between you and Honeywell. Upon no-show on the earlier mentioned date or decline of offer, this offer stands automatically revoked by Honeywell.
29. As per Honeywell's global staffing policy, this e-appointment letter is the final form of confirmation of your employment with Honeywell commencing on 25 April 2022 or any other mutually agreed and documented date of joining between you and Honeywell. For any purpose thereof you may take a print of this letter, Honeywell shall not provide any hard copy of this letter for the same purpose.

DS  
a

DocuSigned by:  
Prachi Gulihar  
4BCA6AA4DE604EB...

All the terms and conditions of your employment with Honeywell Technology Solutions Lab Pvt. Ltd. will be governed by the rules and regulations, policies, procedures and guidelines of Honeywell Technology Solutions Lab Pvt. Ltd., which are subject to change from time to time, at the sole discretion of the company, without giving any notice or assigning any reason thereof.

Please indicate that you have understood and agree with our conditions by signing a copy of the attachment to this letter, and returning it as soon as possible, and in any case no later than 25 April 2022.

Yours faithfully,  
**For Honeywell Technology Solutions Lab Pvt. Ltd..**

DocuSigned by:  
*Anamika*  
9EE1A54970F5458...

**Anamika Lakra**  
**Sr. HR Manager**

Attached:  
1. Salary break up sheet

Statement of Acceptance

I, PRACHI GULIHAR, fully understand and accept the terms and conditions as stated in this letter.

Signature:   
4BCA6AA4DE604EB...

Date: 24-Apr-2022

**DO NOT MODIFY**

<b>Candidate ID</b>	H509053
<b>Requisition ID</b>	HRD157199
<b>Region</b>	APAC
<b>Country</b>	IND
<b>Document Category</b>	Hiring
<b>Document Type</b>	Appointment Letter