

GE India Industrial Private Limited

11th Dec 2023

**Anurag Kumar
Bengaluru Institute of Technology**

Dear Anurag Kumar,

Congratulations!

You have been selected as an **Intern** with the **GE India Industrial Private Limited ("GE Aviation")**. Your assignment will begin from **08th Jan 2024 and end on 28th June 2024**.

Subject to the compliance, terms & conditions are enclosed herewith as Annexure 1. During the above period you will be paid a stipend amount of **Rs 40,000 /- (Rupees Forty Thousand only) per month**. This offer is subject to you joining us on the mentioned date and time. You hereby consent that your engagement will be terminated with an immediate effect if the compliance terms and conditions stated in Annexure 1 are not complied.

Note that this offer letter constitutes neither an offer nor a commitment to full time employment with the Company in the future.

Please confirm your acceptance of this offer within 7 days from the date of offer.

GE India Industrial Private Limited

**Amit Warang
Sr HR Manager - Sourcing and Recruiting**

Enclosure:

**Annexure 1 – Compliance Terms and Conditions
Annexure 2 – Travel Reimbursement**

Annexure 1

GE Code of Conduct

Personnel engaged by GE or working in GE premises have made a personal commitment to follow:

- Obey the applicable laws, rules and regulations governing GE's business conduct worldwide.
- Be honest, fair and trustworthy in all of your GE activities and relationships.
- Avoid all conflicts of interest between work and personal affairs.
- Foster an atmosphere in which fair employment practices extend to every member of the diverse GE community.
- Strive to create a safe workplace and to protect the environment.
- Sustain a culture where ethical conduct is recognized, valued and exemplified by all employees.

GE Compliance Obligations

Improper Payments

- Always adhere to the highest standards of honesty and integrity in all contacts on behalf of GE. Never offer bribes, kickbacks, illegal political contributions or other improper payments in cash or kind to any customer, government official or third party.

Money Laundering Prevention

- Follow all applicable laws that prohibit money laundering and identify warning signs that may indicate money laundering or other illegal activities or violations of GE policies.

Privacy

- Never acquire, use or disclose any information in ways that are inconsistent with GE privacy policies or with applicable privacy and data protection laws, regulations and treaties.

Complying with Competition Laws

- Never propose or enter into any agreement with a GE competitor to fix prices or resale prices, terms and conditions of sale, costs, profit margins, or other aspects of the competition for sales to third parties.

Environment, Health & Safety

- Learn how to conduct your activities handle new products hazardous materials in compliance with all relevant environmental and worker health and safety laws and regulations and conduct your activities accordingly.
- Report to GE management all spills of hazardous materials; any concern that GE products are unsafe; and any potential violation of environmental, health or safety laws, regulations or company practices or requests to violate established.

Fair Employment Practices

- Extend equal opportunity, fair treatment and a harassment-free work environment to all employees, co-workers, consultants and other business associates without regard to their race, color, religion, national origin, sex (including pregnancy), sexual orientation, age, disability, veteran status or other characteristic protected by law.

Security and Crisis Management

- Protect access to GE facilities from unauthorized personnel and report any apparent security lapses.

Intellectual Property

- Identify and protect commercially significant GE intellectual property in ways consistent with the law.
- Consult with GE counsel in advance of soliciting, accepting or using proprietary information of outsiders, disclosing GE proprietary information to outsiders or permitting third parties to use GE intellectual property.
- The interns hereby undertakes that they shall protect all the intellectual property rights of GE and any information shared by them shall deemed to be confidential and they need to protect it.
- Any technology/ material developed in their course of engagement shall be exclusive property of GE and GE shall have complete rights and ownership of such products. The hereby assigns and agrees to assign to GE and to cause its personnel to assign to GE, without additional compensation, all of such technology/ material and associated intellectual property rights.
- All made under this Agreement including any associated intellectual property rights belongs to GE.

Annexure 2

Travel Reimbursement

For the candidates joining from another city to the offered location (city):

- You are entitled to Economy air fare/ 2nd class AC train ticket from institute/place of residence to joining location and back. The maximum limit for the back-and-forth journey is up to Rs 12,000/-
- We will reimburse local Conveyance from your Place of stay at joining location to the Centre on your first day. This will be reimbursed along with your Economy air fare/ 2nd class AC train ticket.

For the candidates joining from the same city as the offered location:

- Only the first day of transport from your Place of stay to the joining location will be reimbursed up to Rs 2000/- upon submission of Bills.

Accommodation:

This is applicable only for the candidates joining from another location(city) to the offered location (city).

- A lumpsum payment of Rs 21000 will be given as a relocation allowance to cover for your boarding, lodging etc. for initial 7 days of joining. You will be responsible for your own accommodation for the remaining period of your internship.