

Employee Relocation and Mobility Guidelines

Nexus Intelligent Systems, Inc.

1. PURPOSE AND SCOPE

1 These Employee Relocation and Mobility Guidelines (the "Guidelines") establish the comprehensive framework for employee geographic mobility, relocation support, and associated corporate policies for Nexus Intelligent Systems, Inc. (the "Company").

2 These Guidelines apply to all full-time and contract employees who are eligible for domestic and international relocation or extended mobility assignments.

2. DEFINITIONS

1 "Relocation" shall mean a permanent or long-term geographic transfer of an employee's primary work location requiring physical residence change.

2 "Mobility Assignment" shall mean a temporary work arrangement requiring an employee to work from a different geographic location for a defined period, typically between 30-180 consecutive days.

3 "Eligible Employee" means a full-time employee with minimum twelve (12) months of continuous service with the Company.

3. RELOCATION ELIGIBILITY CRITERIA

1 Employees must meet the following criteria to be considered for corporate-sponsored relocation:

- a) Demonstrate exceptional performance ratings
- b) Possess critical skills required for strategic organizational needs
- c) Receive direct management and executive leadership recommendation
- d) Pass comprehensive background and security screening

2 Relocation may be initiated by:

- a) Organizational restructuring requirements
- b) Strategic talent deployment
- c) Individual employee request with compelling business justification

4. FINANCIAL SUPPORT AND COMPENSATION

1 Relocation Financial Package Components:

- a) Household goods transportation and moving expenses
- b) Temporary housing allowance (up to 60 days)
- c) Destination location cost-of-living adjustment
- d) One-time relocation stipend
- e) Travel expenses for initial location assessment

2 Relocation Expense Reimbursement Conditions:

- a) Expenses must be pre-approved by Human Resources
- b) Receipts must be submitted within 90 days of relocation
- c) Employees must remain with the Company for minimum 24 months post-relocation

3 Repayment Obligations:

If an employee voluntarily terminates employment within 24 months following relocation, they shall reimburse 100% of relocation expenses on a pro-rated schedule.

5. MOBILITY ASSIGNMENT PROTOCOLS

1 Mobility Assignment Categories:

- a) Short-term (30-90 days)
- b) Extended (91-180 days)
- c) Strategic project-based assignments

2 Compensation and Benefits During Mobility:

- a) Base salary remains consistent
- b) Per diem and travel expenses covered
- c) Temporary housing provided
- d) Tax equalization support for multi-state/international assignments

6. LEGAL CONSIDERATIONS

1 The Company reserves the right to modify, suspend, or terminate these Guidelines at any time without prior notice.

2 All relocations and mobility assignments are contingent upon business necessity and organizational requirements.

3 These Guidelines do not constitute an employment contract and do not guarantee relocation or mobility opportunities.

7. COMPLIANCE AND ADMINISTRATION

1 The Human Resources Department shall administer and interpret these Guidelines.

2 All relocation and mobility requests require formal written documentation and executive approval.

8. EXECUTION

Approved and Executed:

Dr. Elena Rodriguez

Chief Executive Officer

Nexus Intelligent Systems, Inc.

Date: January 22, 2024

9. CONFIDENTIALITY

This document contains proprietary and confidential information. Unauthorized reproduction or distribution is strictly prohibited.