

**HARMAN INTERNATIONAL (INDIA) PRIVATE LIMITED**

Salarpuria Sattva Knowledge Court  
Office-I, Wing 'A' & 'B' 6th floor, Plot No. 9, Phase I ,  
Doddenakkundi Industrial Area, Bearing Khata Sl. No. 299 old No.62,  
Situated at Survey No. 77, Doddenakkundi Village, K.R. Puram Hobli,  
Bangalore East Taluk, Bangalore -560048, Karnataka.  
Tel : +91.80.4330.6300 ; Fax : +91.80.4097.6806  
Web : [www.harman.com](http://www.harman.com)  
CIN : U72200KA2009PTC048794  
GSTIN: 29AACCHI585JIZA



**January 25, 2023**

PERSONAL & CONFIDENTIAL

**Pooja Dashrath Naik,  
Belgaum,  
Karnataka-591213,**

Dear Pooja,

We are pleased to offer you an internship at Harman International (India) Private Limited ("Harman India" or the "Company") Bangalore office.

**Compensation:** Your stipend will be INR 15100/- per month.

**Date of reporting:** Your date of reporting at Harman India will be **January 31, 2023**. In the event of your failing to do so, the offer made herein shall stand withdrawn, unless the reporting date is extended and communicated to you in writing by the Company. In case you need to extend your joining date please communicate the same to us. You are required to report to the Human Resource Department to complete your joining formalities. Please note that the terms of this offer are strictly confidential between you and the Company

**Hours of Work:** The Company observes a 5-workdays/week with working hours between: 9.00am to 6.00pm. There will be a 45-minute lunch break. The Company reserves the right, if it reasonably requires, increasing, reducing and/or otherwise varying or altering your hours or times of work. We have a Flex-time policy, where, depending on job requirements and special circumstances, there may be need for flexibility in timing. Except for lunch time, all employees are required to be in office between 11.00 a.m. and 4.00 p.m.

**Period of Internship:** The duration of your internship with Harman India is **January 31, 2023 to July 31, 2023**. The term of Internship shall not be extended.

**Conveyance, stay etc:** You will make at your cost own arrangements for stay in Bangalore and travel to and from office to your place of stay.

**Leave:** One day per month till the end of your internship.

**Presentation on Completion of Internship:** You will be expected to prepare a report and make a presentation of your learning and contribution

**Certificate of Successful Completion of Internship:** Will be provided by Harman.

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**Termination:** The Company retains the right to terminate the internship without giving notice, on the grounds of misconduct or behavior inconsistent with the fulfillment of the expressed or implied conditions of service. The Company reserves the right to recover any outstanding sums from the stipend money payable to you.

**Non-Compete:** During your training period with Harman India, you shall not directly or indirectly, run, operate, control, be employed by or provide any services to any competitor of the Company. You shall under no circumstances work for or operate a business competing against the Company, that is, any business, trade or occupation which is engaged in the Audio, Infotainment and Navigation business including all related software engineering and development business in India.

**Confidentiality and Intellectual Property of Prior Employer(s):** Upon your reporting, you will be expected to sign the Company's standard form of Invention and Secrecy Agreement. You also hereby undertake that you have duly, or will duly within seven (7) days of accepting this offer, disclose to the Company in writing any and all agreements relating to your prior employment that may affect your eligibility to be an Intern with the Company. Further, you agree not to bring any third party confidential information to the Company, including that of your former employer(s), and that you will not in any way utilize any such information, other than in the manner that may be directed by the Company while releasing such information. If any declaration given or information furnished by you to the Company proves to be false or if you are found to have willfully suppressed or concealed any material information, in such cases, you will be liable to be removed from the contract of the Company without any prior notice.

All Interns are expected to maintain the highest level of ethical conduct and are required to sign our Code of Ethics acknowledgment certificate.

**Additional Information:** We request you to furnish the following information, certificates/documents for the Company's records on the day of joining to our L&D/HR representative:

- Authorization letter from your Institute.
- Date of Birth proof; address and ID Proof
- Educational qualification - Copies of your degrees, diplomas etc.;
- Two (2) copies of your recent Passport size color photographs

We welcome you to our organization, and look forward to having a mutually beneficial association.

Sincerely,

HARMAN INTERNATIONAL (INDIA) PRIVATE LIMITED

Sunil Joice,

Director, India Talent Acquisition