

TERMS AND CONDITIONS

EXTERNAL REFERRAL

INCENTIVE PROGRAM (ERIP)

Please read carefully. By submitting a candidate for referral, you are agreeing to the following terms and conditions.

I. Objective

The External Referral Bonus program (the "Program") offers a one-time referral payment to persons unaffiliated with Raytheon, to help Raytheon and its subsidiaries attract, hire, and retain the very best talent in the United States. Referrals are valid for 6 months from the date of submittal.

II. Individuals eligible for an external referral payment

You must be an individual person (i.e., not a business entity) and a legal resident of the United States who is at least 18 years of age to participate in the Program.

III. Individuals not eligible for an external referral payment

The following people/entities are not eligible to participate in this program:

- Current Raytheon employees and their family members
- Staffing/recruiting agencies or consultants, or any employee or consultant of a third-party to whom Raytheon is contractually obligated to pay a fee for the hiring of an individual referred by, or working for, such third-party

IV. Non-eligible candidates

You are not eligible for an external referral payment if the candidate you refer is a:

- Self-referral
- Candidate who has already been referred in the last 12 months
- Current applicant to Raytheon (if they have applied to Raytheon within the last 90 days)
- Recent or current contractor, temporary worker, or consultant in the last 12 months
- Provider of services to Raytheon (if they have provided services to Raytheon in the last 12 months)
- Former Raytheon employee

- Family member of a current Raytheon employee

V. Payment terms

If you are eligible to participate in the Program, Raytheon shall pay you a one-time payment in the amount of **\$2,000** (gross) for an external referral, if the referral results in a successful, regular full-time hire, and such referred employee:

- Applied via the referral link generated and sent by you;
- Completes 60 business days of continuous, active employment with Raytheon upon initial start;
- Is actively employed by Raytheon at the time the external referral bonus is to be paid; and
- Was hired against an external referral program eligible position.

If the referee is successfully hired by Raytheon, you must complete and return to Raytheon an IRS Form W-9 (and any other documentation that Raytheon may require) in order to receive the referral bonus. This form will be supplied to the referrer by Raytheon once the referred candidate has started employment with Raytheon.

Raytheon will process the external referral bonus within 30 days after the referred employee completes the 60 days of employment mentioned above, and the required paperwork has been submitted. Payments will be made on a 1099 basis, and paid by Direct Deposit or company check from Raytheon.

VI. Process to refer candidates

Referral information will be submitted through www.jobs.raytheon.com/referrals. Referrals submitted any other way, that do not include all of the required information, or that are not properly identified will NOT be eligible for this Program.

To be eligible for an external referral bonus, you must provide the following at the time of your initial submission:

- Your name and contact information (phone number and email address).
- To be eligible for an external referral bonus, you must generate and send a Raytheon referral link for a qualified Raytheon specific position to your referee. The referee MUST apply to the qualified and eligible position from your referral link. If potential referees do not use the generated referral link to apply, your referral will become ineligible to receive a referral incentive.

Note: One candidate per submittal. If the referred candidate appears to be a match, we will contact him or her.

VII. Tax liability

External referral bonuses are paid pre-tax from Raytheon. You are solely responsible for paying appropriate state and federal taxes on any payment received. Raytheon will report referral payments to the appropriate tax authorities.

VIII. Additional information, rules and guidelines

1. Positions qualified for the Raytheon external referral bonus program are listed on the external referral program page.
2. In the event that more than one external person refers the same candidate and such candidate is hired by Raytheon, the external referral bonus will be awarded to the first referrer based on the time stamp of the submittal. You must be at least eighteen (18) years old at the time you make a referral to participate.
3. You must be a legal resident of the United States and have a valid social security number to participate in the Program.
4. Referrals must be submitted through www.jobs.raytheon.com/referrals to qualify the referrer for the bonus payment. The terms and conditions of this external referral bonus program are subject to change or terminate at Raytheon's sole discretion at any time.
5. This agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts without regard to the principles of conflicts of law. Any legal

action brought in connection with this agreement must be instituted in the courts within the Commonwealth of Massachusetts, whether state or federal.

6. You agree that Raytheon's total liability under this agreement for any cause of action relating to the subject matter of this agreement (regardless of the nature of such claim) is the lesser of your actual, direct damages or \$2000.
7. Please go to <https://jobs.raytheon.com/contact> with any questions.
8. If the referral is part of a previous teaming agreement or has other hiring processes associated with them, those teaming agreements take precedent over the external referral process.

By submitting a referral you are agreeing to the terms and conditions outlined by this program.

Raytheon is proud to be an equal opportunity and affirmative action employer. We are committed to equal employment opportunity regardless of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, or Veteran status, and consistent with applicable federal and state laws.