

Sapient External Referral Program

Overview

The Sapient External Referral Program (the “Referral Program”) is used to provide an incentive for external people (“Referrers”) to bring new talent into Sapient Corporation (“Sapient”) by referring persons (“Referrals”) who are subsequently hired and successfully employed.

Referrer Eligibility Criteria

Residents of North America, United Kingdom, or Germany who are eighteen (18) years of age or older and legally authorized to work in the United States, Canada, United Kingdom, or Germany are eligible to participate in the Referral Program. **Persons working on a W-9 or contractor basis may be eligible for the external referral bonus.** Current Sapient employees*, current Sapient UK clients, third party recruiters, and recruitment agencies/vendors are not eligible for this program.

The Referrer will not be eligible to participate in the Referral Program if the submission of a Referral could possibly, in Sapient’s sole discretion, constitute a conflict of interest or violation of any non-solicitation obligation.

**Current Sapient employees should review the Internal Employee Referral Program.*

Referral Eligibility Criteria

The Referral Program only applies to Referrals hired into Sapient North America-, United Kingdom-, or Germany-based, full-time positions at the Senior Associate career stage or above. The Referral Program is not applicable to individuals hired through Sapient’s graduate or campus hiring programs or to individuals hired into temporary, seasonal, cyclical, contract, Associate, Junior Associate, or intern positions.

Referral Payments (“Referral Payments”) are only available for Referrals who are professionally and/or personally known to the Referrer. By participating in the Referral Program, the Referrer guarantees his or her Referral is aware of the submission.

Referral Payments are not available for any Referrals who already exist in Sapient’s Recruiting Database. In the event that Sapient receives multiple Referrals for the same individual, only the Referral (whether from an internal or external source) that was submitted into the Recruiting

Database first will be eligible for the Referral Payment, subject to the other terms and conditions of the Referral Program.¹

Referral Payments are subject to all applicable laws. Sapient will not make Referral Payments where such payment would violate any law, rule, regulation or standard. In the United States, Federal, State and Local Government employees may not be eligible for Referral Payments in some cases. Sapient Government Services, Inc., and OnPoint Consulting, Inc. are subsidiaries of Sapient Corporation and are federal United States government contractors. Any Referral Payment is subject to the rules applicable to United States government employees regarding gratuities set forth in the Standards of Ethical Conduct for Employees of the Executive Branch. 5 C.F.R. §§ 2635.102(k), 2635.203(d).

How it works

North America and United Kingdom: Referrers submit their Referrals via email to externalreferrals@sapient.com. Emails must include the following to be valid:

- Referral Name
- Referral Email and/or Phone Number
- Referral Resume and/or LinkedIn Profile
- Referral's Location
- Job Title / Req Number For Which Candidate Is a Fit (in subject line)
- Referrer's Association to Referral
- Length of Time Referrer Has Known Referral
- Notes on Referral's Skill Set (optional)
- Referrer's Preferred Email/Phone
- Confirmation from the Referrer that he/she is not violating any non-solicitation obligations by submitting the Referral.

Germany: Referrer must get their Referrals to submit their own information via email to externalreferrals@sapient.com and confirm Sapient can use and store their information in the Recruiting Database. Emails must include the following to be valid:

- Referral Name
- Referral Email Address
- Referral CV/Resume
- Referral's Location
- Job Title / Req Number For Which Candidate Is a Fit (in subject line)
- Referrer's Association to Referral
- Length of Time Referrer Has Known Referral
- Referrer Name
- Referrer Email Address

- Confirmation from the Referral that he/she is not violating any non-solicitation obligations by submitting him/herself for consideration.

Once the above-referenced information is submitted, a Referral connection between the Referrer and the Referral is activated in Sapien's Recruiting Database for a six-month period.

If the Referral is hired into the targeted referral position or a similar position, subject to Sapien's sole discretion, within that same six-month period, the Referrer will be eligible for a Referral Payment. The Referrer will only be alerted if their Referral is hired.

¹ A submitted Referral is canceled if inactive in the Recruiting Database for a six (6)-month period. If a Referral is resubmitted after cancellation and subsequently hired, the Referrer who resubmitted the Referral will be awarded credit for the Referral, subject to the other terms and conditions of the Referral Program.

Referral Payment Amounts

The Referral Payment amount is 1,000 USD/1,000 GBP/1,000 EUR, respectively* (Gross, subject to tax) for each hired Referral, for which necessary tax & supplier documents will be issued in due course. Any applicable government and local taxes on the Referral Payment(s) are the sole responsibility of the Referrer.

Notwithstanding the above paragraph, Sapient makes no specific representations as to taxability of the Referral Payment.

Awards are payable after newly hired Referral has been employed for a minimum of 90 days. Payment will be initiated after the Referral has completed at least 90 days of employment.

All hiring decisions will be made at the sole discretion of Sapient. Sapient may modify or cancel the Payment Amounts or Referral Program at its discretion without prior notice or further obligation.

We encourage Diversity Referrals.

Sapient is an equal opportunity employer. It is our policy to employ and promote all qualified persons without regard to sex, race, color, religion, national origin, ancestry, sexual orientation, gender identity, age, physical or mental disability, genetic information, veteran status, military service, any application for military service or any other category or characteristic protected by applicable law.

*Referral bonuses are paid based on the location where the candidate is hired, converted into your local currency if necessary. For example: "I live in Boston and refer a Manager in the UK." In this case, you would receive the bonus for that position in the UK, converted to US Dollars.