

# Spain Benefits Summary

## Health Benefits

### Medical

Private medical scheme, which covers employees and dependents (spouse and children), provides access to private healthcare reimbursement in the case of medical assistance and hospitalisation. Adobe funds premium for employee in full. Please note that where the annual premium exceeds 500 EUR per annum, any excess is treated as a benefit in kind for tax purposes.

## Wellbeing Benefits

### The Employee Assistance Program (EAP)

The Employee Assistance Program (EAP), administered by a vendor called Guidance Resources, provides a range of online tools and free confidential resources that can help you handle work-life challenges. Services are available to employees and their family members living in the same household and include: an online web resource, Guidance Resources Online; up to 10x confidential short-term counseling; financial and legal consultations; and wellness tools to help with weight loss and tobacco cessation.

### Wellbeing Reimbursement

We want to help you and your immediate family members maintain a well-rounded, healthy lifestyle. Adobe will reimburse you up to EUR 497 for eligible wellness items to address your physical and emotional wellbeing—this includes gym memberships, meditation classes, massages, nutritional counseling, fitness equipment, flu vaccinations, activities for kids and much more.

### Headspace

Headspace is a personal trainer for your mind. The Headspace app gives you access to short, guided meditation sessions—delivered straight to your phone or browser—that help you manage your stress, sleep better, find your focus, boost your creativity and achieve more balance in your life. The Adobe Headspace subscription is funded for employees.

### LifeDojo

LifeDojo is an engaging wellbeing app that empowers you to adopt healthier habits via a self-designed program and the support of a live coach. With over 30 habits to choose from, you can select one healthy new habit to focus on for a period of twelve weeks. The Adobe LifeDojo subscription is funded for employees.

## Financial Benefits

### Life and Disability Assurance

Insurance scheme which provides a lump sum of three times base salary in event of death and permanent disability. Benefit due is based on age and salary in line with the terms and conditions of the policy.

### Business Travel Accident Insurance

Adobe has a business travel insurance policy which provides you with three times your salary, up to a maximum of U.S. \$500,000. The program pays benefits if you die or become disabled as a result of an accident while travelling on business for Adobe. The business travel insurance also includes a global medical program that covers any medical emergency for up to U.S. \$250,000 maximum. No evidence of insurability is required for this insurance.

## Time Off

Adobe offers a variety of time off programs including, but not limited to, annual leave (PTO), sick leave, maternity/ paternity leave, and marriage leave. Specific information is available in the Spain Time Off Policy on Inside Adobe.

## Other Benefits

### Luncheon Vouchers

Luncheon Vouchers of EUR 9.00 per working day subject to tax authority fiscal limits.

### Kindergarten Vouchers

Adobe offers a tax-efficient way for employees to pay for childcare through salary sacrifice. The program supports childcare costs of children aged three or under.

### Public Transport Vouchers

Adobe offers a tax-efficient way for employees to pay for their public transport tickets via salary sacrifice



# Spain Benefits Summary (Cont.)

up to a maximum of 125 EUR per month (1,500 EUR per year).

## Education Reimbursement

To support employees in their pursuit of continuing education, Adobe's Education Reimbursement Program will reimburse employees up to a maximum of USD 10,000 equivalent for tuition and books for courses, certificate programs and graduate programs that meet the program's eligibility criteria.

## Professional Development

To support employees with growing their technical and professional skills, Adobe's Professional Development benefit will reimburse employees \$1,000 USD per calendar year for a development program or course directly related to an employee's career growth at Adobe. Employees should discuss the short-term learning opportunity (conference, webinars and online courses) with their manager prior to signing up.

## Adoption Assistance

Adopting a child is an exciting and happy time. To help offset the cost of adoption, Adobe will reimburse you for eligible expenses up to US\$ 25,000 per child, up to a lifetime maximum of two children.

## Employee Referral Plan

Financial incentive for recommendation and subsequent hiring of a new recruit.

## Employee Purchase Program

Program enables employees to purchase Adobe software at discount prices.

## Software Donations Program

Employees may use their purchase discounts to buy software and donate it to the charities/schools of their choice.

## Matching Gift Program

Program to improve the quality of life in our community, via Adobe's charitable gifts program. Adobe matches up to U.S. \$5,000 per employee/calendar year to any qualified non-profit organization anywhere in the world.

## Long Service Awards

Recognition gift awarded to employees on the 5th and subsequent 5-year anniversaries with the Company.

## Role Specific Benefits

### Annual Incentive Plan (AIP)

Financial management incentive plan awarded to eligible employees to drive aggressive growth and accountability, to drive execution of operating plan, and to motivate and inspire employees to contribute at peak performance.



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*This document relates specifically to the supplementary (typically non-statutory) employee benefit programs applicable to Adobe Systems Iberica SL employees. The terms and conditions of any of these benefits may be amended or withdrawn in whole or in part from time to time. All benefits are subject to local taxation regulations and limits presently in force, unless otherwise stated.*

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