

Korea Intern Benefits Summary

Health Benefits

Medical

Adobe has established a comprehensive medical insurance plan in order to provide protection for you and your family. Only full time employees are eligible for medical insurance benefits. There are several components to the medical coverage; further information can be found on Inside Adobe > Health Benefits & Insurance page. The premium is 100% paid by Adobe.

OUTPATIENT ALLOWANCE IS : KRW 1,800,000 PER FISCAL YEAR WHICH IS USED TOWARDS OUTPATIENT, DENTAL AND MEDICAL CHECK UP. THIS BENEFIT IS TAXABLE EXCEPT FOR MEDICAL CHECK UP THAT DOES NOT EXCEED KRW 800,000. IF MEDICAL CHECK UP COSTS MORE THAN KRW 800,000 THE EXCESS IS ALSO TAXABLE. PLEASE SUBMIT YOUR CLAIMS VIA MY ADOBE BENEFITS.

OUTPATIENT CARE	DENTAL ALLOWANCE	MEDICAL CHECK UP
<ul style="list-style-type: none">• Eligibility: Employees and dependents (including parents)• Outpatient care means medical care that is received outside of a hospital stay and comprises routine visits to registered/certified doctors, medicines prescribed by registered/certified doctors, and dental costs.• Exclusions: You may not use the allowance for routine and over the counter medical or chemist purchases such as aspirin, cold medicines, band-aids, etcetera. Vision is also excluded.	<ul style="list-style-type: none">• Eligibility: Employees and dependents (including parents)• Limits: KRW 500,000 per family per year. <i>Part of KRW 1,800,000.</i>• Coverage: For preventive care and necessary dental work, excludes cosmetic dentistry.	<ul style="list-style-type: none">• Eligibility: Employee only• Limit: part of the KRW 1,800,000 per year• This is for employee's preventive health check-up (body screening) only, and not for the medical check-up for the treatment of specific illness. Family member's check-up is not eligible. You are free to choose the clinic or hospital for your check-up.

Employee Assistance Program (EAP)

The EAP, powered by Guidance Resources, provides awareness, education and confidential counselling assistance for a range of work/life issues, including stress management, relationship challenges, life event changes (birth of a child, bereavement, etc.) as well as financial and legal support.

The goal of the EAP is to improve your and your family's wellness and wellbeing. You and family members in your household can have access to a health coach/counsellor for up to six sessions per topic per year. You can access these programs 24 hours a day, seven days a week.

For more information, visit the EAP website: <https://www.guidanceresources.com> (Adobe Web ID: Adobe).

Financial Benefits

Retirement

Defined Contribution Plan (DC Plan): 9% of your monthly salary

Business Travel Accident Insurance

Adobe has a business travel insurance policy which provides you with three times your salary, up to a maximum of USD 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 USD 300,000 per accident/emergency.

No evidence of insurability is required for this insurance.

*Interns required to work at least 15 hours per week to be eligible for benefits program stated in this document.



Korea Intern Benefits Summary (Cont.)

Time Off

Public Holidays

Adobe recognises officially published local public holidays. Refer to the Korea Holiday schedule on Inside Adobe for specific dates.

Annual Leave

Your leave will be pro-rated based on the duration of your internship using the 1st year entitlement of 20 days.

Menstrual Leave

One day paid menstrual leave per month granted to female employees who feel considerably difficulty working during their menstrual period.

Sick Leave

Statutory.

Maternity Leave

Statutory.

Paternity Leave

Statutory.

Bereavement Leave

Employees may take up to four continuous weeks of paid time following the death of an immediate family member:

- Spouse/common law partner, parents, siblings and children
- Spouse/common law partner's parents, siblings and children
- Grandparents
- Grandchildren

Fertility Treatment Leave

Three paid business days.

Other Benefits

Congratulatory Money

Adobe provides when the below events have happened:

- Employee Birthday: KRW 50,000 (taxable)
- 61st Birthday (Parent): KRW 300,000
- 61st Birthday (Parent in Law): KRW 300,000
- Employee's Marriage: KRW 500,000
- Employee's Baby Birth: KRW 100,000
- Lunar New Year: KRW 150,000 (taxable)
- Choo Sok: KRW 150,000 (taxable)

Bereavement Money

- Employee: KRW 2,000,000
- Spouse: KRW 1,000,000
- Children: KRW 500,000
- Parents: KRW 500,000
- Parents in Law: KRW 400,000
- Grand Parents: KRW 200,000
- Siblings: KRW 200,000

Matching Gift Program

Program to improve the quality of life in our community, via Adobe's charitable gifts program. Adobe matches up to USD 10,000 per employee/ calendar year to any qualified non-profit organization anywhere in the world.

Employee Purchase Program

Program enables employees to purchase Adobe software at discount prices.

