

Brazil Benefits Summary

Health Benefits

Eligibility and Contributions

Adobe pays 100% of the cost of Employee Only and Family Coverage (based on employee family size).

Medical

Coverage is provided through OMINT. Employees and their eligible dependents (spouse and unmarried children through age 24) will be eligible to participate in the supplemental medical plan, subject to the terms and conditions of the medical provider. Examples of coverage includes hospitalization and surgical, major medical, maternity, dental and vision.

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 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

Life, Disability and Accident Insurance

Coverage is provided through Icatu. Employees will be eligible to participate in the supplemental Life, and Accidental Death and Dismemberment (ADD) Plan. Coverage is equal to 36 times monthly base salary, subject to plan limits and conditions set by the insurance company. In case of Accident Death, employee receives 36 times monthly base salary, subject to plan limits set by the insurance company. In case of permanent incapacity to work, Adobe provides a total permanent disability lump sum at 36 times monthly base salary, subject to the limit set by the insurance company.

Business Travel Medical Insurance

Offered through Aetna WorldTraveler, this policy provides emergency medical care for Adobe business travelers when traveling outside of their home country.

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 \$250,000 maximum. No evidence of insurability is required for this insurance.

Time Off

Public Holidays

Adobe recognizes officially published local public holidays. Refer to Inside Adobe for specific dates.

Vacation

30 vacation days per year. Eligible upon completion of one year of service and annually on anniversary date thereafter.

Marriage Leave

You may take up to five days of paid time off when you get married.

Paternity Leave

You may take up to two weeks of paid time off following the birth of your baby.

Bereavement Leave

You may take up to 20 calendar days (4 weeks) of full paid time (base salary) following the death of an immediate family member.

Blood Donation Leave

You may take up to one day of paid time off to volunteer in compliance with statutory guidelines for volunteers.

Election Day Leave

You may take up to two days of paid time off in compliance with statutory guidelines.

Maternity Leave

Take up to 120 calendar days for Maternity Leave per statutory guidelines. This period can start 28 days before of the birth of the baby. Salary is paid by Social Security system.

Medical Leave

If unable to work due to illness, injury and labor accident, employee will receive 100% pay the first 15 days from the company. The remaining days of leave period will be paid by the Social Security up to the limit of 180 days.

Brazil Benefits Summary (Cont.)

Other Benefits

Meal Vouchers

BRL \$27.00 per working day (BRL \$594/month)

Employee Software Purchase Program

Allows employees to buy Creative Cloud memberships at a significant discount.

Wellness Reimbursement Program

To help you and your immediate family members maintain a healthy lifestyle Adobe will reimburse you up to \$600 USD (local currency equivalent set annually) per year for gym memberships, fitness classes, massages, nutritional counseling and much more.

Adoption Assistance

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

Learning Fund

Adobe's Learning Fund Program will reimburse employees up to \$10,000 USD for academic degrees, top credential programs, advanced specializations and certain technical certifications. You may also be reimbursed up to \$1,000 USD for professional development (e.g., conferences, webinars, online courses).

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.

Patent Award Program

Company support in establishing a patent and eligibility for cash bonus compensation upon the issuance of a patent.

Employee Referral Plan

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

Long Service Awards

Recognition gift for your 5th and subsequent 5-year anniversaries with the Company.

Stock Benefits

Restricted Stock Units (RSUs)

The company may award RSUs to new hires or existing employees based on an employee's individual performance and other factors.

Employee Stock Purchase Plan (ESPP)

- Set aside up to 25% of compensation through convenient payroll deductions.
- Enroll by semi-annual cutoffs for the next offering period at the end of June and December
- Participation continues unless you choose to withdraw, leave Adobe or no longer meet eligibility requirements
- Lock in a discounted stock price for up to a 24-month period
- Purchases of Adobe common stock every six months that are at least 15% below the fair market value on the purchase date

Role Specific Benefits

Company Car & Mobile Phone Benefit

A cash allowance in lieu of a company-provided vehicle is provided to eligible commissioned sales employees. Commissioned individual contributors receive BRL \$600 monthly allowance and commissioned managers receive BRL \$750 monthly allowance. Discretionary phone benefit awarded to eligible staff.

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.

Sales Compensation Program

Financial sales incentive plan awarded to eligible Sales employees to drive the achievement of sales goals and business objectives. The scheme is devised on an annual basis and commission is paid at regular intervals (schedule varies by role).

This document relates specifically to the supplementary (typically non-statutory) employee benefit programs applicable to Adobe employees in Brazil. 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. Some summary descriptions of statutory/mandatory programs are set out above. Please note that these are not intended to be comprehensive and are likely to change from time to time.

