

France Family Leave Policy

Overview

Adobe offers additional family leave and pay to eligible employees to supplement the family leave provided under French law (i.e. labour code and collective bargaining agreement) under certain conditions. This enables employees to take more time to bond with their child before returning to work.

Adobe Maternity Leave

Eligibility

All female employees who give birth are entitled to take statutory maternity leave and supplementary birth leave as provided for by French law. In addition, Adobe will offer employees with over one year of service and who are eligible for statutory maternity leave an additional leave and pay as set out below.

Entitlement

The law generally provides for maternity leave entitlement of 16 to 26 weeks, depending on the number of children the employee already has, and if there are complications. If it is a multiple birth, the statutory leave period can be extended up to a maximum of 46 weeks.

Depending on the family situation of the employee, statutory leave entitlements are:

- For first and second child: 6 weeks before childbirth and 10 weeks after;
- For third child or more: 8 weeks before and 18 weeks after;
- For twins: 12 weeks before and 22 weeks after.

Adobe offers enhanced leave so that employees having their first or second child and who have more than one year's service will be eligible to take up to 26 weeks' maternity leave in total, which must be taken as a single continuous period of leave.

This 26 weeks of Adobe enhanced maternity leave is inclusive of any current or future statutory leave entitlements arising from the same birth, including statutory maternity leave, supplementary birth leave, or any other statutory leave. Eligible employees will be deemed to have taken such statutory leave first and it will be counted towards the 26-week period of Adobe enhanced Maternity Leave.

Upon termination of employment for any reason, the employee will not be paid for any unused Adobe enhanced Maternity leave which was due to them.

For those with less than one year's service, or for a third child or more, the periods of leave will align to the statutory entitlements and be paid accordingly. Following the applicable period of statutory maternity leave, employees are also entitled to take Supplementary Birth Leave (Congé Supplémentaire de Naissance).

Employees on maternity leave can choose how much of this leave entitlement they take, but the law prohibits women from working for a period of at least eight weeks, including a minimum of six weeks after the child's birth.

The mother can defer up to three weeks of the portion of leave from before childbirth to after the birth. This can be done with the agreement of the doctor. The deferral can either be in one piece for a maximum of three weeks or as a carry-over of a fixed duration, renewable within the limit of three weeks. The employee will need to send a written request to Adobe Employee Resource Center and the health insurance fund, accompanied by a certificate from the doctor or midwife confirming that her state of health allows her to extend professional activities before birth. The employee must make the application no later than one day before the date originally scheduled for leave.

In the case of premature delivery, the total duration of maternity leave is not reduced: the amount of leave before childbirth not taken is postponed until the child's birth. Employees may be eligible to receive additional statutory leave days either in the case of premature

birth more than six weeks before the presumed leave start date, or if the child is hospitalised in an institution with neonatal or neonatal resuscitation specific care related to the premature birth.

Notification

For Adobe to comply with maternity protection regulations, an expectant mother should notify her manager and the Employee Resource Center, by email, of the pregnancy and the probable date of delivery as soon as they are aware of these facts. In addition, the employee should provide the pregnancy certificate issued by the doctor.

Payment while on Maternity Leave

Employees with less than one year's service are not entitled to any additional benefit payment from Adobe; statutory pay will apply, if applicable.

Employees with one year's service or more are entitled to maternity pay under the Syntec CBA. Eligible employees receive maternity pay at 100% of net salary, after deduction of the allowances granted by the social security regime and the contingency scheme. This is payable for the entire duration of the maternity leave period provided for by the CBA. More information about statutory family benefits can be found at Ameli.fr.

Adobe will supplement the CBA maternity pay so that employees with more than one year's employment will overall receive 100% of their salary during the first 26 weeks of maternity leave. Adobe maternity pay will be calculated based on:

- 100% of base salary
- 100% of target commission for sales employees

For any maternity leave beyond 26 weeks, such as multiple births, statutory pay will apply, if applicable.

Employees are required to make the necessary claims for maternity benefits through the statutory fund within the required time limits and to comply with whatever requirements are laid down by that department as a condition of claiming benefits. The employee's eligibility to any additional maternity pay as outlined in this policy is conditional on this being completed successfully.

Discretionary Status

Please note that the enhanced maternity leave and pay Adobe offers is entirely discretionary, and Adobe reserves the right to vary or withdraw this enhanced discretionary payment at any time in its absolute discretion in accordance with French law. Should this discretion be exercised, this will not impact the employee's statutory entitlement or rights under the CBA.

Breastfeeding Time Off

Mothers are entitled to one hour of remunerated absence for a period of one year from the date of the child's birth following maternity leave. Employees are entitled to either two 30-minute breaks per day or one continuous hour per day.

Adobe Partner Leave

Eligibility

Employees are eligible for statutory Paternity Leave if they are:

- the father of the child, regardless of their marital status (married, in a civil solidarity pact (PACS), common-law union, divorced or separated), even if they do not live with the child or the mother; or
- not the father of the child but are the spouse, civil partner (PACS) or cohabiting partner of the child's mother.

In addition, Adobe will offer employees with more than one year's service who are eligible for statutory childbirth and paternity leave an additional leave and pay benefit as set out below.

Entitlement

Under French law, eligible employees are entitled to:

- three (3) working days' mandatory childbirth leave at full pay, commencing on the day of the child's birth or the first working day thereafter; and
- twenty-five (25) calendar days of statutory paternity leave (thirty-two (32) calendar days in the case of multiple births). The first four (4) consecutive calendar days must be taken immediately following the childbirth leave. The remaining twenty-one (21) calendar days (or twenty-eight (28) calendar days in the case of multiple births) may be taken within six months of the child's birth and may be split into two periods of at least five (5) calendar days each.

Employees receive statutory benefits during statutory paternity leave in accordance with the applicable French social security rules.

Under certain circumstances, including where the child is hospitalised or the mother dies, the statutory time limit for taking paternity leave may be extended in accordance with French law.

Adobe offers Enhanced Partner Leave so that eligible employees with more than one year's service may take up to 16 weeks' Partner Leave in total following the birth of a child.

The first two weeks of Adobe Partner Leave must be taken from the day of the child's birth or the first working day thereafter. The remaining fourteen (14) weeks may be taken flexibly until the child reaches nine (9) months of age, at which point any unused entitlement will expire. The remaining fourteen (14) weeks may be taken in up to two blocks, each consisting of at least one week.

In cases of multiple simultaneous births or the adoption of siblings, only one period of Adobe Enhanced Partner Leave will be available.

This 16 weeks of Adobe Enhanced Partner Leave is inclusive of any current or future statutory leave entitlements arising from the same birth, including statutory childbirth leave, statutory paternity leave, Supplementary Birth Leave (Congé Supplémentaire de Naissance) or any other statutory leave. Eligible employees will be deemed to have taken such statutory leave first and it will be counted towards the 16-week period of Adobe Enhanced Partner Leave.

Upon termination of employment for any reason, the employee will not be paid for any unused Adobe Enhanced Partner Leave to which they would otherwise have been entitled.

Employees with less than one year's service are entitled to statutory childbirth leave, statutory paternity leave and Supplementary Birth Leave (where eligible) only.

Payment while on Partner Leave

Employees with less than one year's service are not entitled to any additional Partner Leave payment from Adobe. Statutory benefits will apply, where applicable.

Employees with more than one year's service will receive 100% of their salary during the 16-week period of Adobe Enhanced Partner Leave.

Adobe Partner Leave pay will be calculated based on:

- 100% of base salary; and
- 100% of target commission for sales employees.

Employees are required to make the necessary claims for statutory childbirth, statutory paternity and Supplementary Birth Leave benefits through the statutory fund within the required time limits and to comply with any requirements imposed by the relevant authorities as a condition of receiving those benefits. Eligibility for any additional Adobe Partner Leave pay under this policy is conditional upon those claims being made successfully.

More information about statutory family benefits can be found at Ameli.fr.

Notification

Employees must notify Adobe in writing at least one month before the intended start of Partner Leave.

The notification should be sent to the Employee Resource Center and should include:

- the proposed start date of the leave;

- the proposed end date of the leave;
- a certificate from the employee's spouse or partner's doctor confirming the expected date of birth; or
- confirmation of the child's actual date of birth where the request is made after the birth.

Discretionary Status

Please note that Adobe Enhanced Partner Leave and pay are entirely discretionary, and Adobe reserves the right to vary or withdraw this enhanced discretionary benefit at any time in its absolute discretion in accordance with French law. Should this discretion be exercised, it will not affect an employee's statutory entitlements or rights under the applicable collective bargaining agreement.

Supplementary Birth Leave (Congé Supplémentaire de Naissance)

Eligibility

Employees with children born or adopted on or after **1 January 2026** may become eligible for Supplementary Birth Leave (Congé Supplémentaire de Naissance) from **1 July 2026**, subject to the applicable statutory commencement rules.

Eligible employees are entitled to Supplementary Birth Leave in accordance with French law, subject to the applicable statutory conditions. This is a day-one right and there is no minimum service requirement. The leave is available to eligible employees who have completed their maternity leave, partner leave or adoption leave (as applicable) in full.

Adobe Enhanced Maternity Leave, Adobe Enhanced Partner Leave and Adobe Enhanced Adoption Leave are inclusive of an employee's entitlement to Supplementary Birth Leave (Congé Supplémentaire de Naissance), unless otherwise specified above. Employees who are eligible for enhanced leave are therefore deemed to have taken their Supplementary Birth Leave entitlement within that period.

Eligible employees will be deemed to have taken such statutory leave first and it will be counted towards any Adobe enhanced maternity, partner or adoption leave available to the employee in connection with the same birth or adoption.

Entitlement

Eligible employees are entitled to up to 2 months of Supplementary Birth Leave. This leave must be taken in blocks with a minimum of one continuous calendar month and must finish within 9 months of birth or adoption. Any statutory extension of maternity, paternity or adoption leave will extend this 9-month period accordingly. Any unused entitlement after this period will be forfeited.

Payment while on Supplementary Birth Leave

Supplementary Birth Leave is paid at the statutory rate applicable under French law, subject to the applicable legal conditions. Employees should make the necessary claims through the relevant statutory fund (Caisse Primaire d'Assurance Maladie) within the required time limits.

Notification

Employees wishing to take Supplementary Birth Leave must notify Adobe at least one month before the intended start date or 15 days before the start date when the Supplementary Birth Leave follows immediately the paternity or adoption leave and the employee wishes to take their leave during the month following the birth or adoption of the child. The notification should be submitted to the Employee Resource Center and should include:

- the proposed start date of the Supplementary Birth Leave;
- the proposed end date or expected duration;
- confirmation of the child's date of birth;
- confirmation of the maternity, partner or adoption leave period that precedes the Supplementary Birth Leave;
- a copy of the birth certificate.

Adobe Adoption Leave

Eligibility

All employees who adopt a child under the age of 18 may take three (3) days' childbirth leave (100% paid) in the two weeks around arrival of an adopted child. In addition, parents who adopt have the right to statutory adoption leave. Adobe also offers employees with over one year of service additional discretionary adoption leave.

Entitlement

Eligible employees can take from 16 to 22 weeks of statutory adoption leave following the adoption of a child.

The duration of statutory adoption leave varies depending on the number of children adopted and the number of children in the household:

- if adopting a child either as a first child or if they already have one child in their permanent care, 16 weeks of adoption leave;
- if adopting a child and at least two children are in the household, 18 weeks of adoption leave; and
- if more than one child is being adopted, 22 weeks of adoption leave, regardless of the number of dependent children.

Adoption leave begins either on the day the child arrives home or seven days before the expected date of the child's arrival.

Parents can choose to share the adoption leave, if both fulfil the eligibility requirements. In such cases, they can take leave either concurrently or sequentially. The duration of the adoption leave is modified in such cases as follows:

- 25 additional days for adoption of one child.
- 32 additional days for the adoption of several children.

In such case, the minimum duration of one parent's leave is set at 25 days. Adobe offers additional leave so that all eligible employees with more than one year's service can take up to a total of 26 weeks' adoption leave.

The 26 weeks of Adobe Enhanced Adoption Leave is inclusive of any statutory adoption leave and of Supplementary Birth leave entitlement (Congé Supplémentaire de Naissance). With that, eligible employees will be deemed to have taken such statutory leave first and it will be counted towards the 26 weeks' period of Adobe Enhanced Adoption Leave.

Adobe Enhanced Adoption Leave extends the employee's statutory leave and must all be taken within 26 weeks of the adoption of the child, at which point any untaken leave will be forfeited. If both parents work for Adobe, only one will benefit of the Adobe Enhanced Adoption Leave.

Upon termination of employment for any reason, the employee will not be paid for any unused Adobe enhanced Adoption leave which was due to them.

Payment while on Adoption Leave

For employees who take adoption leave and who have over one year of service, the Adobe Adoption Leave pay is 100% of base salary (TTC for commissioned employees) for the duration of leave.

The above will be inclusive of any statutory benefits the employee is eligible to receive through adoption allowance or otherwise and the employee's eligibility to any additional adoption leave pay as outlined in this policy is conditional on this being completed successfully.

If the employee has been employed by the company for less than one year, the employee is not eligible to additional Adoption leave pay beyond any statutory pay to which they may be eligible under French law.

Employees are required to make the necessary claims for adoption benefits through the statutory fund within the required time limits and to comply with whatever requirements are laid down by that department as a condition of claiming benefits. More information about statutory family benefits can be found at Ameli.fr.

Statutory Parental Leave

Eligibility

After one year of service, parents have a right to parental leave. Parental Leave may be available from the birth of the child or the adoption of a child under the age of 16 years.

Entitlement

Eligible employees with over one year of service, have a right to take unpaid parental leave up to the child's third birthday. Parental leave can only be taken initially for a maximum one year period, it may be extended twice, up to a maximum of 3 years, so long as this does not go beyond the date of the child's third birthday. For multiple births, the parental leave may be extended until the children go to kindergarten. For multiple births of at least three children or the simultaneous arrival of at least three children adopted or entrusted for adoption, the leave may be extended five times to end on or before the sixth birthday of the children. This leave can be taken as full time or part time leave. When taken as full time, the employee is not entitled to any remuneration. When taken as part time, the employee is entitled to a remuneration which shall be proportionate to his/her working time.

In the case of adoption, the leave may not exceed:

- a duration of three years if the child was less than three years old when arriving at the home; or
- a period of one year if the child was over three years of age and has not yet attained the age of 16 years.

In case of serious illness, accident or disability of the child, the duration of parental leave or part-time work may be extended by one year.

The employment contract is suspended while on full time Parental Leave. During the parental leave, an employee can, under certain conditions, benefit from the child benefit (Paje) paid by the family allowance fund (Caf). Full time parental Leave is unpaid by Adobe.

More information about statutory family benefits can be found at Ameli.fr.

Notification

The employee must inform Adobe by registered letter with acknowledgment of receipt or by hand-delivered letter specifying the starting point and duration of the leave. This information must be provided:

- one month before the end of the maternity or adoption leave; or
- two months prior to the taking of the leave if the leave does not begin immediately after the maternity or adoption leave.

For each of the two renewals, the employee must notify Adobe one month before the expiry of the current leave by registered letter with acknowledgment of receipt. The employee must also inform Adobe of any intention to transform parental leave during periods of part-time work or part-time work on parental leave.

Returning to Work

Returning to work following Adobe Maternity, Partner, Adoption Leave and Supplementary Birth Leave

Subject to the employee complying with the procedures set out above, when returning from leave the employee will be entitled to return to the same job on the same terms and conditions as if he/she had not been absent, or, if not possible, on a similar position with equivalent compensation.

An employee will be expected to return following leave on the date agreed with Adobe. It would, however, assist if the employee would telephone the Manager at least 4 weeks before their return from Adobe Maternity, Partner Leave, Adoption Leave or Supplementary Birth Leave, so that Adobe can ensure that arrangements are in place for her/his return. Failure to return on the date agreed will be treated as unauthorized absence.

If an employee wishes to return to work earlier than the expected return date, they must give Adobe at least eight (8) weeks' notice of their early return date, in writing. If they fail to do so, Adobe may postpone their return to such a date as will give Adobe eight (8) weeks' notice, provided this is not later than the expected return date.

When returning from maternity leave, the employee shall benefit from a medical examination no later than eight days following their return to work.

Finally, the employee returning from maternity leave, parental leave or adoption leave is entitled to a mandatory professional interview. Employees returning from Supplementary Birth Leave are also entitled to this professional interview if it was not scheduled at the end of their maternity or adoption leave.

Not returning to work to raise the born or adopted child after maternity or adoption leave

If the employee wishes to raise their child and therefore does not wish to return to the company at the end of their maternity or adoption leave, they must give at least 15 days' notice.

The resignation must occur no earlier than 15 days before the employee's return from maternity or adoption leave, and no later than 1.5 months after the birth or adoption of their child.

In this case, no notice period will be performed, and no compensation in lieu of notice will be paid.

The employee will benefit from a re-hiring priority for one year.

In all other cases, the usual resignation procedure will apply.

Not returning to work following Adobe Partner Leave

If the employee decides not to return to work after their partner leave, the employee must give notice of resignation in accordance with the terms of their contract of employment. If the notice period would expire after the leave has ended, Adobe may require the employee to return to work for the remainder of the notice period.

Illness after Adobe Maternity, Partner or Adoption Leave

If an employee has a medical condition that prevents them from returning to work on the agreed date, they should send a medical certificate to Adobe as soon as possible. The employee will be treated as having returned from leave on the agreed date and treated the same as any other employee on sick leave. The normal contractual arrangements for sickness absence will therefore apply.

Benefits Impact while on Leave

Unless specifically outlined in a separate paragraph within this policy, all France benefits, including car allowance, wellness reimbursement and annual leave, remain unchanged during Maternity, Partner, Adoption Leave and Supplementary Birth Leave. While on Parental Leave, all company-provided benefits, including health insurance or car allowance, stop.

Annual Leave

Annual paid time off ("congés payés") continues to accrue during Maternity, Partner and Adoption Leave. Accrued annual leave can be taken either before the commencement of leave or immediately at the end of the leave period. Where this leave carries over from one calendar year to the next, annual leave can be carried over but must be taken immediately at the end of the leave period, before the employee's return to work. There will be no payment in lieu of untaken annual leave.

Pension

Pension contributions from both Adobe and the employee continue unchanged during the period of full salary and stop during Parental Leave.

Commission and Bonus Impact while on Leave

The payment and entitlement to earnings other than basic pay during paid leave can be complex and will depend on the exact circumstances of the employee concerned. However, for reference, some general principles are set out below.

Sales-based Commission

Details of how leave impacts sales commission are posted on the Adobe Field Readiness site.

Bonuses

Bonuses that are announced and confirmed before the commencement of any family leave are unaffected by the commencement of leave and will be paid on the previously notified date, or on such date as the bonus is paid to other employees not on Adobe Leave.

Bonuses that are referable to an element of personal performance, or where personal performance is considered, will be pro-rated to take account of the element of the bonus year for which the employee was not on leave. This will usually be a straight-line pro-rating, but Adobe reserves the right to consider other factors, such as seasonal variation in levels of business, where it is considered appropriate to do so.

Ante-Natal Care

Employees are entitled to paid leave for reasonable attendance at ante-natal appointments, either for themselves or to support their partner, based on the Syntec CBA. The employee must provide their manager with a doctor's certificate of pregnancy and appointment card when requesting permission.

Where an employee can reasonably arrange such appointments outside working hours, they are requested to do so. Otherwise, they are requested to arrange them as close to the start or end of the working day as possible.