



# Adobe's Paid Leave Equivalent Plan for Oregon Employees Notice

Starting in September 2023, Paid Leave Oregon, the State of Oregon's paid family and medical leave (PFML) plan, will serve most of the state's employees by providing paid leave for the birth or adoption of a child, you or a loved one's serious illness, or if you experience sexual assault, domestic violence, harassment, or stalking. Adobe has been approved to offer paid leave benefits through an equivalent plan administered by Lincoln Financial Group.

## FAQs

**Q: What benefits are provided through Adobe's Equivalent Plan and who is eligible?**

**A:** Adobe employees in Oregon that have earned at least \$1,000 in the prior year may qualify for up to 12 weeks of paid family, medical or safe leave in a benefit year. While on leave, Adobe's equivalent plan pays employees a percentage of their wages and runs in conjunction with Adobe's leave policies. Benefit amounts depend on what an employee earned in the prior year.

**Q: Who pays for Adobe's Equivalent Plan?**

**A:** Starting on September 3, 2023, both Adobe and employees working in Oregon will contribute to Adobe's Equivalent Plan through payroll taxes. Contributions are calculated as a percentage of wages and Adobe will deduct your contribution from your paycheck.

**Q: When do I need to tell Adobe about taking leave?**

**A:** If your leave is foreseeable, you are required to give notice to Adobe at least 30 days before starting paid family, medical or safe leave.

**Q: How do I apply for paid leave under Adobe's Equivalent Plan?**

**A:** You will continue to apply for benefits under Adobe's leave of absence policies by contacting the plan administrator, Lincoln Financial Group, at [800-459-3772](tel:800-459-3772) or opening a claim on [Lincoln's website](#) (SSO).

**Q: How can I appeal my plan administrator's decision?**

**A:** If your application is denied, you can appeal the decision with our plan administrator by contacting Lincoln Financial Group within 180 days with your intent to appeal and instructions will be provided to you.

**Q: How do I dispute my plan administrator's decision?**

**A:** If the appeal does not resolve your disagreement with Lincoln, you can request support from Paid Leave Oregon for dispute resolution. Visit <https://paidleave.oregon.gov/> or call [833-854-0166](tel:833-854-0166) for more information.

**Q: What are my rights?**

A: If you are eligible for the Oregon PFML, Adobe cannot prevent you from taking it. Your job is protected while you take OR PFML if you have worked for Adobe for at least 90 consecutive calendar days. While you are on your leave, you will continue to pay for your portion of certain benefits. View the [Rewards Impact during your leave of absence \(PDF\)](#) document for more information.

**Q: How is my information protected?**

A: Health information related to family, medical or safe leave that you choose to share with Adobe is confidential and can only be released with your permission, unless the release is required by law.

**Q: What if I have questions about my rights?**

A: It is unlawful for Adobe to discriminate or retaliate against you because you asked about or claimed paid leave benefits. If Adobe is not following the law, you have the right to bring a civil suit in court or to file a complaint with the Oregon Bureau of Labor & Industries (BOLI).

You can file a complaint with BOLI online, via phone or email:

- Web: [www.oregon.gov/boli](http://www.oregon.gov/boli)
- Call: [971-245-3844](tel:971-245-3844)
- Email: [help@boli.oregon.gov](mailto:help@boli.oregon.gov)

## Plan Administrator

### Lincoln Financial Group

- Intake specialist: [800-459-3772](tel:800-459-3772)
- Case manager for open claims: [888-873-5476](tel:888-873-5476)
- File or check claim: [www.mylincolnportal.com](http://www.mylincolnportal.com)

Claim ID: ADOBELOA