

# Splunk Benefits

Benefits are an important part of your Total Rewards package at Splunk so it's a priority for us to offer a competitive and valuable employee benefits program. Each year, we review our current offering against the hi-tech market to ensure consistency with Splunk's benefit philosophy. We hope our benefits offering reflects the value that we place in each and every Splunker and provides you with a level of comfort and security, whether you're working at the office or spending time away with friends and family.

Please refer to the plan documents for the specific eligibility requirements, additional details on the plans, including exclusions and limitations.

**IMPORTANT UPDATE:** The Splunk benefits below may be subject to change based on Cisco onboarding activities. Please check out the [Splunk Welcome Hub](#) for more information on the Cisco Benefits.

## Group Insurance Eligibility & Enrollment

<p><b>ELIGIBILITY</b></p>	<p>Regular Splunkers and their dependents are eligible as of date of hire for our medical plan when the required information is completed. Dependents are defined as spouse/cohabiting partner and children (including children who do not cohabit but are fiscally dependent), all resulting from the "stato di famiglia."</p> <p>Only Splunkers are covered under the Life, Personal Accident and Long-Term Care (LTC) plan as of date of hire.</p> <p>The Medical and Long-Term Care benefits terminate on 31 December of the year the employment ends with Splunk. The Life and Personal Accident insurance will cease on termination date.</p>
<p><b>COST</b></p>	<p>Splunk pays 100% of the premiums for the medical and life. These benefits are considered taxable benefits-in-kind; the taxes on the premiums will be withheld from your paycheck. <i>The medical will be taxable only if the annual premium exceeds €3.615,19 (including Quas or Fondo EST cost).</i></p> <p>Splunk also pays the full cost of the premiums on Personal Accident plan and 40% of the premium is considered benefits-in-kind, therefore, applicable tax will be withheld from your payslip.</p>
<p><b>ENROLLMENT &amp; CHANGES</b></p>	<p>You will be automatically enrolled in the Family Planning, Protection, BTA, and Modern Health plans. You can enroll in the Splunk Medical and protection plans through the <a href="#">Splunk Benefits</a></p>

**Hub.** Once the enrolment process is completed and coverage activated, the broker will provide you a manual to better handle the benefit plans.

The life plan provides a free covered limit of €400.000 and amounts over this limit will require some other underwriting information procedures.

Enrollment into the Insieme Retirement Plan through Allianz requires completion of the enrollment application. Questions on this process can be directed to our broker, **De Besi**, who's contact information is also at the bottom of the benefits summary.

Changes to certain benefits can be made if you have experienced a life event such as a birth, marriage, divorce, or death. To make a change or for more information, please visit the **Splunk Benefits Hub**.

## Health

Splunk offers supplemental health insurance to you and your dependents through Cassinterass/Reale Mutua to assist with the cost of medical, dental and vision.

### Non-Dirigenti

The medical plan is set up through Cassinterass to obtain a tax benefit for you and Splunk. The tax-free limit is €3.615,19 including QUAS and Fondo Est contributions. Below is summary of the benefits. Please refer to the manuals below for full details.

- Check-up (only for Splunkers)
- Dentist
- Lenses
- National Health Service Ticket
- Hospitalization
- High Diagnosis
- Outpatient treatment

### Book Treatments in affiliated health facilities

- You need to sign up at **Blue Assistance Portal** and activate the procedure in the Reserved Area OR
- You can contact Blue Assistance customer service at the following numbers: from Italy (toll free number 800 421560); from Abroad (country code +39 0117425508). The service is available from 8 am to 6 pm on weekdays and 8 am to 12 am on Saturday. For further assistance related to the claims, please reach out to the benefits broker, **De Desi-Di Giacomo S.p.A.**

### Get reimbursed for your expenses:

- Submit your expense claims through **Blue Assistance** website and upload PDF copies of relevant documents with diagnosis and bills.
- The relevant deductible or franchise as provided in the manual will be applied to your reimbursements.

MEDICAL

<b>RETIREMENT</b>	<p>If the assisted process the expenses through QUAS or Fondo EST prior claiming to Blue Assistance, by presenting the documentation provided by such funds, then can obtain the difference left without having applied any deductible to the amount, therefore getting 100% reimbursed (up to the limits provided by the cover). Please refer to the manuals below for full details.</p> <p><a href="#">Italy Non-Dirigenti Benefit Manual 2023 (English)</a>  <a href="#">Italy Non-Dirigenti Benefit Manual 2023 (Italian)</a>  <a href="#">Tutorial Registrazione Blue Assistance</a></p>
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## Financial

<b>RETIREMENT</b>	<p>Splunk currently offers a CBA required level of benefit through Fonte. As an alternative to the Fonte, Splunk offers a market competitive insieme retirement plan administered through Allianz which will offer a wider fund selection and higher employer contribution.</p> <ul style="list-style-type: none"> <li>• Employer contribution of 4% of annual gross salary</li> <li>• TFR: Employees have the choice to have TFR paid into the company plan</li> </ul> <p><b>Modulo Adesione</b></p>
<b>LIFE INSURANCE</b>	<p>Splunk provides life insurance through Zurich Life and Cassinterass to protect you and your loved ones in the case of unexpected loss.</p> <ul style="list-style-type: none"> <li>• Death: sum insured based at 2.75x OTE on December 31<sup>st</sup></li> <li>• Beneficiaries: legitimate or testamentary heirs</li> <li>• Guarantees: Any event excluding suicide (first two (2) years of coverage)</li> </ul>
<b>PERSONAL ACCIDENT</b>	<p>Splunk provides personal accident insurance through Liberty Specialty Markets Europe and Cassinterass to protect you and your loved ones in the case of unexpected loss.</p> <ul style="list-style-type: none"> <li>• Death: 5x OTE in the event of Death</li> <li>• Total and Partial Disability: 6x OTE in the event of permanent disability (both total and partial). The 3% deductible on permanent disability is not applicable in the case of a disability exceeding 10%.</li> </ul> <p>Definition of annual gross salary: gross withholding of taxes and all compensation issued (commissions, bonuses, and other remuneration – e.g., one-time bonus).</p>
<b>LONG TERM CARE</b>	<p>Splunk provides long-term care through Poste Vita and Cassinterass. A monthly lifetime allowance of €1.500 will be paid if an assisted Splunker is unable to perform 4 out of the 6 main daily activities autonomously: feeding, dressing, washing, moving, control bodily functions, and cleaning. Also, in the case of being affected by dementia or Alzheimer disease.</p>

<p><b>BUSINESS TRAVEL &amp; ACCIDENT (BTA) INSURANCE</b></p>	<p>Splunk has partnered with Chubb to provide accident, travel, and medical coverage whilst on business related travel outside your home country. In addition, coverage includes personal incidental travel of up to 7 days, medical and security evacuation, lost baggage assistance, theft of personal property, etc. For details, please visit the link below.</p> <p><b>BTA Policy and ID Card</b></p>
<p><b>CAR ALLOWANCE</b></p>	<p>A car allowance is provided to you for the use of your personal vehicle in the performance of your job duties. Only Splunkers whose work requires regular travel to fulfil the duties and responsibilities of their job, and who are employed in certain roles and locations are eligible. The level of allowance you are eligible to receive is dependent on your job role and job level and country of employment. For details, please visit the link below.</p> <p><b>Car Allowance</b></p>

## Time Off

<p><b>PAID HOLIDAYS</b></p>	<p>You are entitled to statutory holidays observed in Italy To view a list of holidays, please refer to Splunk' <a href="#">holiday schedule</a>.</p>
<p><b>VACATION</b></p>	<p>In accordance with applicable law, you are entitled to 26 days or 208 hours of vacation time off per year based on job level.</p> <p>When scheduling your time off, please provide your manager as much notice as possible. Splunk will make reasonable efforts to accommodate your requests, but all annual time off is subject to prior approval. You are required to submit information regarding your use of annual vacation via <a href="#">Workday</a>. For details, please visit the link below.</p> <p><b>Italy Non-Dirigenti Time Off Program</b></p>
<p><b>PAID PERMITS</b></p>	<p>Permessi Retribuiti ("Paid Permits") is an additional paid leave that can be used on an hourly basis for personal reasons. You are required to submit information regarding your use of Paid Permits time via <a href="#">Workday</a>. For details, please visit the link below.</p> <p><b>Italy Non-Dirigenti Time Off Program</b></p>
<p><b>SICK</b></p>	<p>Illness or short-term disability is covered through the National Collective Bargaining Agreement of the trade sector. You will not lose any rights when absence from work is due to justified illness or injury with evidence provided.</p> <p>Non-Dirigenti Splunkers are entitled to the following payouts:</p> <ul style="list-style-type: none"> <li>• First 3 days are paid 100% by the employer;</li> <li>• From day 4 to day 20, the employee has the right to an indemnity of 75% of daily normal salary (50% integrated by INPS and 25% paid by the employer)</li> </ul>

<b>BEREAVEMENT</b>	<ul style="list-style-type: none"> <li>From day 21 to day 180, the employee has the right to an indemnity of 100% of his/her normal salary (66.66% integrated by INPS and 33.33% paid by the employer)</li> </ul> <p>Integrated means that this indemnity is charged to the National Social Security Institute (INPS) and simply advanced by the employer. The maximum period of paid sick time for full-time employees is 180 days per calendar year. In the case of absence from work due to sickness, injury, or other incapacities, you are required to submit time off via <a href="#">Workday</a>. For details, please visit the link below.</p> <p><b>Italy Non-Dirigenti Time Off Program</b></p>
	<p>Splunk offers up to five (5) days paid time off for Splunkers who experience a death in their immediate family and three (3) days paid time off for extended family to grieve their loss. Immediate family members include parents, spouse, or child(ren) including miscarriage and stillbirth. Extended family includes siblings, grandparents, parents-in-law, grandparents-in-law, or grandchildren. Please request bereavement leave by submitting a <a href="#">Time Off Request</a>.</p>
<b>LEAVES OF ABSENCES</b>	<p>For leaves of absences, including maternity, paternity, and <a href="#">military/reservist</a> leave, please submit a <a href="#">Leave Request</a>.</p>

## Help and Support

We hope you've got a good idea what Splunk offers to you as a Splunker. If you have any questions, please contact the following:

Group Insurance (i.e. medical, dental, life, and etc.)	Time Off (i.e. annual leave, leave of absences, and sick)	Portals/Websites
<p>De Desi – Di Giacomo S.p.A. Martina De Besi <a href="mailto:martina.debesi@dbdg.it">martina.debesi@dbdg.it</a> 06 36083985</p> <p>Alessandro De Besi <a href="mailto:Alessandro.Debes@dbdg.it">Alessandro.Debes@dbdg.it</a> 06 36083905</p>	<p>Annual Leave &amp; Sick Time Requests <a href="#">Workday</a></p> <p>Splunk People Operations Team <a href="mailto:spot@splunk.com">spot@splunk.com</a></p> <p><a href="#">Time Off Request</a></p> <p><a href="#">Leave Request</a></p>	<p><a href="#">Spark Wellbeing</a></p> <p><a href="#">Benefits &amp; Wellbeing</a></p> <p><a href="#">Pwny Perks</a></p> <p><a href="#">Splunk Service Portal</a></p>

Please note that any payments, rights or entitlements under the Company benefit plans will be governed by the terms of the formal plan documents or policies establishing the benefit in issue, and your rights on termination of employment with respect to the Company benefit plans will be governed by the termination provisions of the benefit plans. The Company may modify or terminate benefits from time to time as it deems necessary or appropriate.