

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

ELIGIBILITY	Regular, full-time Splunkers are eligible as of date of hire. Your legal spouse, civil partner, or same-sex partner up to age 65 and dependent child(ren) up to age 26 (if over age 18 also unmarried and enrolled in full-time education) are eligible supplemental health benefits. Upon separation of Splunk, benefits will terminate on the last day worked.
COST	Splunk pays 100% of the premium for you and your dependents, when eligible.
ENROLLMENT & CHANGES	<p>You will be automatically enrolled in the Medical, Life, Accident, Family Planning, BTA, Financial Wellbeing and Modern Health plans. If you wish to enroll your eligible dependent(s) in the medical plan, please log into the Splunk Benefits Hub.</p> <p>You can only change certain benefits if you have a life event (such as a birth, marriage, divorce, or death). If you have a life event and need to change your medical insurance, please log into the Splunk Benefits Hub.</p>

Health

MEDICAL

Splunk provides a medical policy through Cigna to you and eligible dependents to assist with the cost of hospitalization, outpatient services, and other medical costs both in Singapore and abroad (excluding the United States).

- Overall Plan Limit: USD 1,000,000 per policy year
- The following medical costs are typically paid in full under your policy:
 - Inpatient Care
 - Outpatient Care
 - Inpatient Psychiatric treatment up to 180 days
 - Outpatient Psychiatric treatment
 - Durable medical equipment
 - Medical Evacuation
 - Terminal Care
 - Maternity
 - Routine Health Checks up to USD 400 per policy year
 - Dental up to USD 1,500 per policy year

[CIGNA Benefit Booklet](#)

[Benefits Presentation / Presentation Recording](#)

Financial

RETIREMENT

The Central Provident Fund (CPF), a comprehensive social security savings plan in Singapore, is applicable only for Splunkers who are Singapore Citizens or Singapore Permanent Residents. If applicable, Splunk will make monthly contributions toward the CPF as required under the Central Provident Fund Act (Cap 36). Splunk will deduct from each monthly salary payment made, the maximum amount that may be recovered by Splunk under the CPF Act.

LIFE & ACCIDENT INSURANCE

Splunk provides life and accident benefits through AIA to protect you and your loved ones in the case of unexpected loss. Splunkers with coverage exceeding SGD 550,000 and/or age 64 will be subject to medical underwriting and insurer's acceptance.

- Term Life Insurance: 2x annual OTE*, up to SGD 1,000,000
- Total & Permanent Disability: 2x annual OTE*, up to SGD 1,000,000
- Personal Accident Rider: 2x annual OTE*, up to SGD 1,000,000

Please visit the [Splunk Benefits Hub](#) to designate your beneficiaries. For details, please visit the link below.

[Benefits Presentation / Presentation Recording](#)

<p>BUSINESS TRAVEL & ACCIDENT (BTA) INSURANCE</p>	<p>* OTE is the sum of basic annual salary and sales incentive/commission. Sales incentive/commission must not exceed 100% of basic annual salary.</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>BTA Policy and ID Card</p>
	<p>A Transportation Allowance is provided to you for the purpose of travel required in the performance of your job duties. Only Splunkers whose work requires regular travel to fulfill 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>Transportation Allowance</p>

Time Off

<p>PAID HOLIDAYS</p>	<p>You are entitled to statutory holidays observed in Singapore. To view a list of holidays, please refer to Splunk' holiday schedule.</p>															
	<p>In addition to the usual public holidays, you are entitled to the number of vacation days (listed below) based on length of service:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Cumulative Years of Service</th> <th>Total Leave (Days)</th> </tr> </thead> <tbody> <tr> <td>0-2 years</td> <td>15</td> </tr> <tr> <td>2-3 years</td> <td>16</td> </tr> <tr> <td>3-4 years</td> <td>17</td> </tr> <tr> <td>4-5 years</td> <td>18</td> </tr> <tr> <td>5-6 years</td> <td>19</td> </tr> <tr> <td>6-7 years</td> <td>20</td> </tr> <tr> <td>7+ years</td> <td>21</td> </tr> </tbody> </table> <p>When scheduling your annual leave, give your manager as much notice as possible. Splunk will make reasonable efforts to accommodate your requests, but all time off is subject to prior approval. You are required to submit vacation time off via Workday. For details, please visit the link below.</p> <p>Singapore Time Off Program</p>	Cumulative Years of Service	Total Leave (Days)	0-2 years	15	2-3 years	16	3-4 years	17	4-5 years	18	5-6 years	19	6-7 years	20	7+ years
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<p>ANNUAL LEAVE</p>	<p>You are entitled to fourteen (14) working days paid absence in any calendar year and an additional forty-six (46) working days' paid sick leave during each year of service in the event hospitalization is required, provided that such leave is certified by a doctor approved by the Company. You are required to submit information regarding your use of annual sick time.</p>															
<p>SICK</p>																

BEREAVEMENT	Please report sick time by submitting a Time Off Request . For details, please visit the link below. Singapore Time Off Program
	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 Time Off Request .
	Splunk offers a total of five (5) days paid time off for your marriage (inclusive of weekends). This leave is only valid within the first year after the issue date of your marriage certificate and it only applies when you have the certificate issued during your employment with Splunk. Please request marriage leave by submitting a Time Off Request .
LEAVES OF ABSENCES	For leaves of absences, including maternity, paternity, and military/reservist leave, please submit a Leave Request .

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, life, and accident)	Time Off (i.e. annual leave, leave of absences, and sick)	Portals/Websites
Splunk Benefits Hub Online Chat Sterling Knight MingYing Teo mingying.teo@sterlingknight.com Joan Chan joan.chan@sterlingknight.com	Annual Leave & Sick Time Requests Workday Leaves of Absence Splunk People Operations Team spot@splunk.com Time Off Request Leave Request	Splunk Benefits Hub Spark Wellbeing Benefits & Wellbeing Pwny Perks Splunk Service Portal

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.