

# Benefits Summary

SINGAPORE

These benefits apply to Greene Tweed employees located in Singapore.

This document summarizes available benefits; however, additional terms, conditions, and limitations may apply.

## STATUTORY BENEFITS

### **Bank/Public Holidays**

Greene Tweed provides employees with paid time off for public holidays.

### **Leave**

Greene Tweed will provide employees with maternity, paternity, infant, sickness, and other leaves.

## INSURANCE BENEFITS

### **Group Term Life and Group Medical Coverage**

Greene Tweed offers all full-time regular employees Group Term Life, Group Hospital & Surgical, Specialist Outpatient Benefits, Medical and Dental Benefits.

### **Business Travel**

Greene Tweed will provide coverage for all medical costs due to an accident while traveling on company business outside Singapore.

## RETIREMENT BENEFITS

### **CPF Contributions**

Contribution rates are based on Central Provident Fund Board of Singapore. This information may be subjected to changes from the Singapore government. Please refer to [www.cpf.gov.sg](http://www.cpf.gov.sg) for latest information

## **ADDITIONAL BENEFITS**

### **Annual Leave Entitlement**

In addition to the usual bank and public holidays, employees are entitled to 18-30 days of annual leave entitlement based on level and service (prorated the first year).

### **Employee Reward & Recognition**

Greene Tweed offers a program that recognizes and rewards both individuals and teams that demonstrate innovation and excellence in the organization while utilizing the Principles that Guide Our Behavior. The reward amount is \$175 USD equivalent for nominated employees.

### **Education Assistance**

Eligible employees may receive educational reimbursement based on an approved program of study. The annual calendar year reimbursement maximum amount is \$10,000 USD equivalent.

### **EAP - Employee Assistance Program**

Greene Tweed offers employees an EAP program that will confidentially help with a wide variety of personal and work concerns, such as stress, parenting, substance abuse, financial, relationship, and family issues.

### **Bonus (AIP/SIP)**

Greene Tweed employees are eligible for an annual bonus, Annual Incentive Plan (AIP), or Sales Incentive Plan (SIP), in accordance with the plan documents. Incentives are based on company and individual performance. Each employee has an incentive target expressed as a percentage or amount of base pay. Incentive targets are based on country market practices.

### **Health Screening**

All full-time regular employees are eligible for a Health Screening check every two years.

### **Mobile Allowance**

All employees, except those using company phones, are entitled to a Mobile Allowance of SGD25 per month.

**Note:** Where legally possible, the Company reserves the right to modify or terminate these plans at any time.



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