

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.

Spark Wellbeing

SPARK WELLBEING

Spark, Splunk's Global Health & Wellbeing program, is a holistic, needs- and evidence-based plan, designed to provide Splunkers with the support they need to lead a healthy, happy, energized, and purposeful life. This long-term investment in the energy, health, and wellbeing of Splunkers is designed to transform organizational energy, wellbeing and contributes to the long-term strategy of the company.

We offer a variety of programs and resources across 5 different pillars of health & wellbeing: Purpose, Emotional, Mental, Physical and Financial. Splunk is committed to helping you ignite your wellbeing and look forward to supporting you on your journey. For details, please visit the link below.

[Spark / Spark Events](#)

PWNY PERKS

What stands between you and your wellbeing? More workouts per week? Some meditation classes? A weekend getaway? Whatever your answer, the Pwny Perks program can help make your wellbeing journey a little smoother. We recognize that each Splunker has different needs, and we want to support you by letting you choose from a comprehensive list of wellbeing-related items on a reimbursement basis. For details, please visit the link below.

[Pwny Perks](#)

MENTAL WELLBEING

Modern Health is a mental wellbeing solution that provides digital courses, meditations, certified coaches, and licensed therapists all within a single mobile platform. Their model is grounded in evidence-based approaches, primarily Cognitive Behavioral Therapy, Acceptance and Commitment Therapy, Motivational Interviewing, and Mindfulness. Dependents must be at least 13 years of age to be eligible for therapy sessions and 18 years of age for coaching sessions. For details, please visit the link below.

[Modern Health / Employee Assistance Program – Work-Life Services](#)

EMPLOYEE ASSISTANCE PROGRAM	<p>Splunk's Global Employee Assistance Program (EAP)/Work-Life Services administered by Modern Health and its 3rd party partners provides 24/7 phone line crisis support. In addition, Splunk's work-life services offer financial consultations and resources, legal consultations with an attorney, online and assisted searches for child and elder care, home improvement, veterinarians and much more! You and your covered dependents can also access a wide range of free concierge services to help with everyday tasks. For details, please visit the link below.</p> <p>Modern Health / Employee Assistance Program – Work-Life Services</p>
FINANCIAL WELLBEING	<p>Origin is a financial wellbeing solution that provides Splunkers unlimited one-on-one access to local financial professionals, where you can start setting some serious financial goals and get support with your every money move. Origin can help you make the most of your Splunk compensation and benefits, create and reach your savings goals, and conquer your financial future with confidence. The benefit is free, secure, and confidential. For details, please visit the link below.</p> <p>Origin Financial Wellbeing</p>
FAMILY PLANNING	<p>Splunk offers a comprehensive fertility and family forming benefit through Carrot. Carrot's inclusive fertility and family-forming benefits program is designed to support every unique parenthood journey. Carrot's program covers fertility education and assessments, fertility preservation (egg, sperm, and embryo freezing), in vitro fertilization (IVF), donor-assisted reproduction including gestational carrier services, and adoption. Coverage operates on a reimbursement basis and follows country-specific taxability rules. For country-specific reimbursement details and information on the program, please visit the link below.</p> <p>Family Planning Benefits</p>
SPLUNK FOR GOOD	<p>Splunk for Good is Splunk's Corporate Social Responsibility Program. From the USD 100 million Splunk Pledge to community volunteering and partnerships with organizations across sectors, our mission is to inspire action and create opportunity through our people, partners, and data. We offer 5 business days per year of paid volunteer time off to be used for participation in local volunteer opportunities and contribution matching. We encourage all Splunkers to give back to the communities in which we live. For details, please visit the link below. For details, please visit the link below.</p> <p>Splunk For Good</p>

Group Insurance Eligibility & Enrollment

ELIGIBILITY	<p>Regular full-time Splunkers are eligible as of date of hire. Your legal spouse up to age 60 and unmarried dependent child(ren) up to age 22 are eligible for supplemental medical benefits. Benefits will be effective on date of hire or date of marriage/birth in the case of a life event. Benefits will terminate upon separation of Splunk.</p>
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COST	Splunk pays 100% of the premium for you and your eligible dependents.
ENROLLMENT & CHANGES	<p>Your local HR contact will provide your new hire information to our vendors. You will need to complete the enrollment file here with your personal and family information to enroll in the medical, life and accident plans. Once completed, please email to our Ping An account manager.</p> <p>You will be automatically enrolled in the Family Planning, BTA, Financial Wellbeing and Modern Health plans.</p> <p>You can only change certain benefits if you have a life event. For example, a birth, marriage, divorce, or death. If you have a life event and need to change your benefits or if you would like more information, please create an HR Case in the Splunk Service Portal.</p>

Health

MEDICAL	<p>Splunk offers a medical policy through Ping An to assist with the cost of services and prescription drugs when they are not covered under the national medical program. The following medical benefits are provided for you, your spouse, and your children.</p> <ul style="list-style-type: none"> • Annual Health Check-up: CNY 1,000 (you only) • Inpatient & Outpatient Care: up to CNY 40,000 per year <ul style="list-style-type: none"> ○ 100% for expenses within social medical insurance ○ 50% of expenses outside of social medical insurance • Maternity Coverage: CNY 10,000 per year (for you and spouse only) <ul style="list-style-type: none"> ○ 100% for expenses within social medical insurance ○ 50% of expenses outside of social medical insurance • Hospital Allowance: CNY 100/day, up to 180 days <p>Additional medical policy information will be provided by Ping An.</p> <p>If you have questions about your coverage or wish to submit a claim outside of the Ping An App (PINGMD), you can reach out to Splunk's account manager at Ping An.</p>
HEALTH CHECK	<p>Splunk offers an annual Health Check Program through Healthink Hospital Investment Management Co Ltd.</p> <p><u>Program Highlights</u></p> <ul style="list-style-type: none"> • Splunkers are entitled one (1) Physical Health Package per calendar year • Splunk will pay 100% of the cost of your annual health checkup, up to CNY 1,000 • You can enroll dependents into this program, at your own expense • You are responsible for the cost of additional voluntary tests • Health checks do not carry forward from year to year • For more details, please refer to our Health Check Handbook <p><u>How to Schedule Your Health Check</u></p>

DENTAL ALLOWANCE	<ol style="list-style-type: none"> 1. Call at 400-800-0107. Customer service working hours include Monday – Friday, 7:30 – 18:00; Saturday – Sunday, 7:30 -11:00 (except statutory holidays). 2. Make your appointment online through www.ihealthink.com 3. Download the “Kang Sui Health” APP and follow the prompts to make an appointment 4. Online enrollment instructions
	All Splunkers are entitled to a dental allowance of CNY 500 per year. Please submit documentation via Concur for reimbursement.
	All Splunkers are entitled to a vision allowance of CNY 1,000 per year. Please submit documentation via Concur for reimbursement.

Financial

LIFE INSURANCE	<p>Splunk provides life insurance coverage through Ping An to protect you and your loved ones in the case of unexpected loss.</p> <ul style="list-style-type: none"> • 3x annual earnings with minimum sum insured of CNY 300,000
ACCIDENTAL DEATH & DISABILITY	<p>Splunk provides accidental death and disability coverage through AXA to protect you and your loved ones in the case of unexpected loss.</p> <ul style="list-style-type: none"> • 3x annual earnings with minimum sum insured of CNY 300,000
CRITICAL ILLNESS	Splunk provides critical illness coverage of CNY 200,000 through AXA to protect you and your loved ones in the case of unexpected loss.
BUSINESS TRAVEL & ACCIDENT (BTA) INSURANCE	<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>
TRANSPORTATION ALLOWANCE	All non-field Splunkers are entitled to a transportation allowance of CNY 2,000 per month. This allowance will be paid in each monthly paycheck.
HOUSING ALLOWANCE	All Splunkers are entitled to a Housing Allowance of 10% of your base salary. This allowance will be paid in each monthly paycheck.

Time Off

PAID HOLIDAYS

You are entitled to statutory holidays observed in China. To view a list of holidays, please refer to Splunk' [holiday schedule](#).

ANNUAL LEAVE

In addition to the usual public holidays, you are entitled to the number of vacation days (listed below) based on length of service:

Cumulative Years of Service	Total Leave (Days)
0 to 5 years	15
5 to 10 years	16
10 to 15 years	18
15 to 20+ years	20

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.

[China Time Off Program](#)

SICK

You are entitled to up to a maximum of ten (10) working days paid absence in any calendar year, pro-rated based on your hire/termination dates. A doctor certificate is required for sick time off beyond one (1) day. You are required to submit information regarding his/her use of annual sick time. Please report sick time by submitting a [Time Off Request](#). For details, please visit the link below.

[China Time Off Program](#)

BEREAVEMENT

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](#).

MARRIAGE LEAVE

Splunk offers a total of ten (10) 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, dental, life, accident and critical illness)	Allowances and Time Off (i.e. annual leave, leave of absences, and sick)	Portals/Websites
<p>Shanghai FESCO Maxwell Wu 吴喆 zhe.wu@fsg.com.cn Tel: +86 21 64072277-361</p> <p>Beijing FESCO Liu Bei 刘贝 liu.bei@fesco.com.cn Tel: +86 10 67772404</p> <p>Ping An Account Manager Ms. Chang Fangfang 常芳芳 changfangfang860@pingan.com.cn Tel: +86 21 6207 8125</p> <p>WISE & CCIB Vinky Cui Vinky.cui@wise-ccib.com Tel: +86 21 6039 3369 *801</p> <p>Cherry Xu cherry.xu@wise-ccib.com Tel: +86 21 6031 3369 *811</p>	<p>Annual Leave & Sick Time Requests Workday</p> <p>Allowances and Leaves of Absence Splunk People Operations Team spot@splunk.com</p> <p>Time Off Request</p> <p>Leave Request</p>	<p>Spark Wellbeing</p> <p>Benefits & Wellbeing</p> <p>Pwny Perks</p> <p>Ping An App</p> <p>Concur</p> <p>Splunk Service Portal</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.