

# Singapore Benefits Guide



# Table of Contents

- 1 Health Plans
- 2 Income Protection
- 3 Time Off
- 4 Global Benefit Programs

*\*In the event the content of this document or any oral representations made by any person regarding the plan conflict with or are inconsistent with the provisions of the plan document, the provisions of the plan document will control.*



# Welcome to Sprinklr Singapore!

Here at Sprinklr, we understand that when our employees are happy, we thrive. Because *we passionately, genuinely care*, we give back to our employees through company-sponsored benefits, giving everyone an opportunity to harness their potential of being amazing.

Our employee medical, personal accident, disability and critical illness plans are all covered by Sprinklr.

## Eligibility & Enrollment

You are automatically enrolled into the company life, personal accident and disability plans from your first day. You will receive an enrollment task in Workday with instructions on how to enroll in our medical and dental plan. You may choose to add dependents to the medical plan. If you do not enroll dependents upon your hire, you will not be able to add them unless you experience a Qualifying Life Event, or at the next policy renewal.

If you are required to complete medical underwriting as part of your enrollment to the income protection plans, you will be contacted directly by the vendor, SingLife.

## We are here for you.

If you have any questions on the benefits available, how to enroll, or where to find information, please contact our team at [Benefits@sprinklr.com](mailto:Benefits@sprinklr.com) for further assistance.

Head to the next page to see our handy suite of Sprinklr benefits resources!



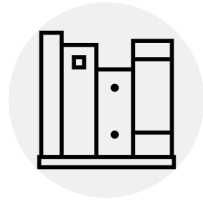
# We're Here for You

We Build Trust & Teamwork



## **Have Questions?**

Benefits@sprinklr.com



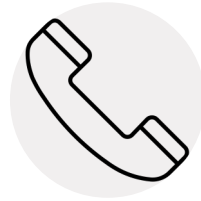
## **Benefits Page\***

All the information you need, in one convenient place!



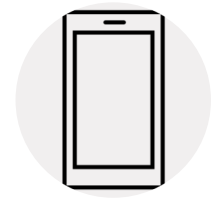
## **Sprinklr Intranet\***

Overview of our Global Benefits, and much more



## **Directory\***

Don't know who to contact? Here's the who's who for your country



## **Microsite**

Access this benefits guide wherever you are, at work or on the go

\* Internal resource only



SPRINKLR SINGAPORE

# Health Plans

---



# Medical Plan Highlights

We know that being able to access medical help and care when needed is important to our employees. Our medical insurance gives you and your immediate family peace of mind and fast access to medical care when you need it most.

Cover for yourself and your eligible dependents is fully paid by Sprinklr.

If you do not include your dependents in your initial enrollment, you will not be able to make changes unless you experience a Qualifying Life Event, or at the next policy renewal.

The complete plan document is available on the Singapore Benefits Intranet Page.

<b>BENEFIT</b>	<b>COVERAGE *</b>
<b>Inpatient facility (hospital room and board)</b>	Paid in full
<b>Inpatient lab and x-ray</b>	Paid in full
<b>Inpatient prescribed medication</b>	Paid in full
<b>Inpatient healthcare provider services</b>	Paid in full
<b>Outpatient facility</b>	Paid in full
<b>Outpatient prescribed medication (pharmacy in-hospital)</b>	Paid in full
<b>Outpatient lab and x-ray</b>	Paid in full
<b>Adult and Child preventive and wellness services</b>	Paid in full
<b>Dental and Vision</b>	Covered – see plan document for further details



# Qualifying Life Events

Here at Sprinklr, we understand that *life happens*.

If you experience a change in family status and need to make a change to your enrollments throughout the year – follow this process to make the necessary updates:



## Notification

Notify [Benefits@sprinklr.com](mailto:Benefits@sprinklr.com) within 30 days if you experience a change in family status such as birth of a child, marriage, divorce, self or dependent loss of other coverage, and more.



## Documentation

Submit supporting documentation of your qualifying life event to [Benefits@sprinklr.com](mailto:Benefits@sprinklr.com).



## Beneficiaries

Update your beneficiaries for by updating your Beneficiary Designation Form (a copy can be found on your country's Benefits Intranet page).



SPRINKLR SINGAPORE

# Income Protection

---





# Death in Service

We know that it is important to protect the ones you love in the event something happens to you. Our life and disability benefits are there to give you peace of mind in the event of the unthinkable.

To elect beneficiaries, complete the Beneficiary Designation Form on the Singapore Benefits Intranet page and upload to Workday.

L I F E	D E T A I L S
<b>Death in Service (lump sum)</b>	36x Last Drawn Basic Monthly Salary Free cover limit: SGD \$650,000
<b>Extended Death Benefit</b>	In the event of termination of your employment on medical grounds, the insurance may be extended for up to 12 months.
<b>Advance Payment Benefit</b>	100% of the sum insured (up to SGD \$500,000) may be payable in advance, upon certification of high probability of death within next 12 months. Any remaining balance is payable upon death.
<b>Repatriation</b>	Covered up to SGD \$75,000



# Income Protection Plans

PERSONAL ACCIDENT	DETAILS
<p><b>Lump sum in the event of death</b></p>	<p>36x Basic Monthly Salary Free cover limit: SGD \$650,000</p>
<p><b>Lump sum in the event of total permanent disablement</b></p>	<p>36x Basic Monthly Salary</p>
DISABILITY	
<p><b>Salary Continuance</b></p>	<p>75% of annual salary up to a maximum of SGD \$125,000 Free cover limit: SGD \$35,000 Payable for up to 5 years with a waiting period of 6 months</p>
CRITICAL ILLNESS	
<p><b>Lump sum</b></p>	<p>18x Last Drawn Basic Monthly Salary. Payable upon diagnosis of one of the 37 major illnesses. Free cover limit: SGD \$450,000</p>





## Pension Scheme

**Irrespective of where you are in your career, we know it is important to start thinking about saving for your future.**

Sprinklr remains compliant with Singaporean Law by contributing to the Central Provident Fund (CPF).

Contribution rates for yourself and Sprinklr vary depending on your age and decrease as you grow older and move through your tenure with Sprinklr.

To be eligible for CPF contributions, you must either be a Singapore National or have been a Singapore Permanent Resident for a minimum of three years.



SPRINKLR SINGAPORE

# Time Off

---



## Paid Time Off

---

At Sprinklr, we believe it is important to take time off to recharge and spend time with your loved ones – it is essential for your mental and physical well-being as well as your personal and professional growth.

Our leave programs are designed to give you the time you need to relax and recharge, heal and recover, bond with your loved ones and prioritize your development.

We deliver on The Sprinklr Way by incorporating our core beliefs and values into everything we do for you; because we passionately and genuinely care, and we learn to grow.



# Paid Time Off

## Annual Leave

Sprinklrites can take up to twenty (20) days of annual leave per calendar year.



## 24-4-U & 24-4-Others

Two days of paid time off are available to every Sprinklrite, every calendar year to invest in their own development – personal or professional – and to give back to the local community. #SprinklrCares

## Public Holidays

Public holidays can be found on the Intranet, or by searching for "Holiday Calendar" in Workday.



## Questions?

Please reach out to [Benefits@sprinklr.com](mailto:Benefits@sprinklr.com)



# Leave & Absence

## Family Leave

Sprinklr's Wage Replacement Benefit has been designed to support all families, however you build yours.

We provide paid time off that supports both the physical recovery associated with childbirth, as well as time to bond with your new child.



## Sickness Leave

In the event you are unwell, we understand that sometimes you need to take some time away to recuperate and recover.

Your length of service will determine the amount of leave you are eligible for. Reach out to your C&T Business Partner for more information.

## Bereavement Leave

Losing a loved one can be devastating. Sprinklr understands that it is important you use this time to grieve, heal, and spend time with those who mean the most to you.

Sprinklrites also benefit from bereavement counselling through our Global EAP, giving you the support you need when you need it most.



## Caregiver Leave

Sprinklr recognizes that it is important to balance your work obligations with providing care for your family.

Our Caregiver Leave policy is designed to be there for you to take care of your eligible dependents should the situation arise.



SPRINKLR SINGAPORE

# Global Benefit Programs

---





# Global Benefit Programs

MENTAL HEALTH MODERN HEALTH	MINDFULNESS HEADSPACE	EMOTIONAL SUPPORT OPTUM EWS
<p>Sprinklr wants you to get the type of care you need for your personal well-being when you need it.</p> <p><b>Modern Health</b> makes this easy by helping you proactively build mindfulness habits into your life through evidence-based cognitive behavioral treatments.</p> <p>Through the app, you will gain access to personalized well-being resources, giving you the tools you need to be the best version of yourself – at home, at work, and in your relationships.</p> <p>All full-time, regular employees and their dependents are eligible upon hire for <b>8</b> counseling and <b>8</b> coaching sessions per year.</p>	<p>Headspace is your guide to everyday mindfulness in just a few minutes each day!</p> <p>Choose from hundreds of guided meditations on everything from managing stress and anxiety, to sleep, productivity, and physical health.</p> <p>Take advantage of their wind down, focus or move series specially curated for productivity, exercise, or closing out your day.</p> <p>All Sprinklr employees and eligible dependents are eligible upon hire.</p>	<p>Optum Emotional Well-being Solutions (EWS) is designed to help you lead a happier and more productive life at home and at work.</p> <p>You have free, confidential access to licensed professional counselors and specialists who can answer your questions in real time and help you find resources locally.</p> <p>These professionals can help you with a wide range of topics, including:</p> <ul style="list-style-type: none"><li>• Stress, depression and anxiety</li><li>• Relationship issues</li><li>• Family and parenting problems</li><li>• Legal resources</li><li>• Caring for a child/elder</li><li>• Navigate a move</li><li>• And much more!</li></ul> <p>All full-time and part-time, regular employees and their immediate family are eligible for up to 6 sessions per issue, per year.</p>

For more information and registration instructions, visit the [Benefits Intranet page](#).



# Global Benefit Programs

FERTILITY & FAMILY PLANNING KINDBODY	PHYSICAL WELLBEING VIRGIN PULSE	DISCOUNTS PERKS AT WORK
<p>Embracing others for who they are is core to The Sprinklr Way, that's why having programs in place that help you build your family – however that may look for you – is a reflection of our company values in action.</p> <p>Sprinklr partners with <b>Kindbody</b>, a global family planning and fertility benefit available to all Sprinklr full-time, benefit-eligible employees and their spouses/domestic partners.</p> <p>Sprinklrites will receive a <b>lifetime maximum</b> benefit to be used towards services such as egg and embryo freezing, fertility testing, donor/surrogacy, adoption services, mental health counseling, and much more!</p> <p>All full-time, regular employees and their dependents are eligible upon hire.</p>	<p>Virgin Pulse is Sprinklr's comprehensive digital well-being platform that drives sustainable behavior changes and delivers measurable outcomes in one simple-to-use and intelligent platform.</p> <p>Virgin Pulse is about physical, mental and financial well-being as much as it is team-building and connection. You can access well-being initiatives and engage with other Sprinklrites all around the globe, while also having a customized view of well-being and benefit programs in your region.</p> <p>All full-time, regular employees and their dependents are eligible upon hire.</p>	<p>The Sprinklr Perks and Savings Program through Perks at Work is the place to go for a range of offers and discounts from many of the biggest names in retail and entertainment!</p> <p>You also gain access to the Community Online Academy (COA) which provides free interactive classes with world class instructors for kids and adults alike.</p> <p>All Sprinklr employees are eligible upon hire.</p>

For more information and registration instructions, visit the [Benefits Intranet page](#).



# Global Programs

COMPENSATION	
ESPP	RSUs
<p>An Employee Shares Purchase Program (ESPP) is a company run program in which eligible employees can purchase Sprinklr stock at a discounted price. You must be a full- or part-time employee in an eligible country to participate.</p> <p>You can choose to take part by contributing a percentage of your pay through monthly payroll deduction.</p>	<p>Restricted Stock Units (RSUs) are sometimes awarded to Sprinklrites for their significant and unique contributions, performance and potential.</p> <p>Granted awards are located on <a href="#">Shareworks</a>. You will receive log in information shortly after joining.</p>
<p><b>POC:</b> <a href="mailto:Compensation@sprinklr.com">Compensation@sprinklr.com</a>, <a href="mailto:Shares@sprinklr.com">Shares@sprinklr.com</a></p>	

PERSONAL DEVELOPMENT	
MENTORING	LINKEDIN LEARNING
<p>Mentoring is designed to help Sprinklrites mutually invest in their personal and professional development; because we believe that everyone can be more amazing.</p> <p><b>Why?</b> Make a new friend and help grow your skills while investing in someone else!</p> <p><b>Who?</b> Any full-time Sprinklrite can take part. Become a mentor, mentee, or both!</p>	<p>LinkedIn Learning is an on-demand learning solution designed to help you gain new skills and invest in your own development.</p> <p>You'll get personalized recommendations based on your job title, skills, experience and goals.</p>
<p><b>POC:</b> <a href="mailto:talent.development@sprinklr.com">talent.development@sprinklr.com</a></p>	

For more information on these programs, visit the [Sprinklr Intranet](#) page for each respective department.

