



# Benefits at a Glance

Latvia



Here at Workday, you will find a world of opportunities, the support to realise your full potential and a flexible benefits package that we believe is second-to-none.



# Aligning Wellbeing and Rewards



## Social

Supportive relationships,  
a sense of belonging and  
making a contribution



## Mental

Managing our thoughts  
and feelings when facing  
the ups and downs of  
everyday life



## Financial

Confidently manage your  
money, plan for the future  
and be prepared for any  
situation



## Physical

Lifestyle choices that help  
you look after your body  
and live your best life

## Your Benefits



Life@Workday –  
a culture where  
**everyone is valued  
and has fun**



Support for a **healthy  
mind-body and  
work-life balance**



Help towards  
planning and saving  
for a **comfortable  
retirement**



**Financial  
protection** for you  
and your family



**Healthcare** for the  
ups, the downs and  
everything in-between

**We Value Inclusion, Belonging, and Equity (VIBE)**



# We care: If it matters to you, it matters to us

Our Workmates come from all over the world and bring an incredible variety of skills. You help us to grow and succeed, and we want to help you do the same.

Our Total Rewards play an important role in fostering a culture where Workmates can be their best selves every day.

We provide a wide range of core and flexible benefits covering healthcare, retirement, family protection which change to support the **Moments That Matter.**





# Here for the Moments that Matter

Your Workday benefits are here to support you and your loved ones in the moments that really matter.

You will receive a benefits experience with lasting value at any stage of your life and career.





# Your Health

Healthcare for the ups, the downs  
and everything in-between



- **Online Doctor Network:** Instant remote access to health advice, including mental health support
- **Flu Vaccination:** Free of charge flu vaccination for all Workmates, wherever you are in the world
- **Wellbeing Subsidy** Request reimbursement of key wellbeing expenses including gym membership, exercise equipment and devices
- **Health Insurance:** We cover the cost of health insurance for you and your whole family
- **Employee Assistance Programme:** 24/7 telephone helpline for confidential advice and counselling
- **Maven Menopause:** We're proud to offer a specialized program that supports Workmates at every step through their menopause journey. Part of Maven's holistic suite of reproductive health and family planning benefits, Maven Menopause is available at no cost to you – all you need to do is enroll



# Your Protection

Financial protection for you and your family when life happens



- **International Travel Insurance:** Provided by our International SOS (ISOS) Emergency Travel Assistance Program for when you are travelling on business
- **Employee Relief Fund:** To provide financial support to Workmates struggling to pay for necessities, such as housing, food, and childcare during emergencies.
- **Life Insurance:** Group Life Cover is provided by Workday for all employees from the first day of employment and it is fully company paid. We'll make a payment of 4x your basic salary in the event of your death to your nominated beneficiaries



# Your Time Off

It's important to take time off to rest, take care of yourself and your loved ones



- **Parental Leave:** up to 12 weeks of paid leave to welcome and bond with a new addition to your family
- **Compassionate Leave:** Paid leave for when you need to be there for your loved ones
- **Volunteer Time Off:** Three days paid time off to volunteer
- **Taking time off:** In addition to 23 days per annum of paid time and public holidays, you can utilise other leave options for when life happens or to take care of loved ones
- **Caregiver Leave:** Workday's Caregiver Leave provides up to 12 weeks of leave in a rolling 12-month period and pay equal to 50% of your basic salary







# Your Family

We are here for your ever-changing and growing family unit, whatever that may look like



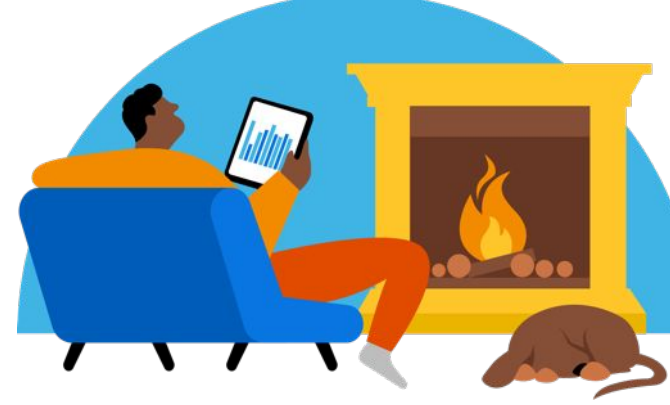
- **Maven:** Free specialist support for fertility, family planning and new parenthood. Up to \$25,000 lifetime maximum (or local currency equivalent) per family for any eligible expenses on fertility, egg freezing, adoption or surrogacy
- **Maven Milk:** As an employee, you have access to Maven Milk, a free breast milk transportation service available while traveling for work
- **Maven Parents & Paediatrics:** Employees and their partners have free access to Maven's parenting and paediatrics program, which offers on-demand virtual support for parents of children up to 10 years old
- **Shelter Pet Subsidy:** We will reimburse your pet adoption fees if you choose to adopt a shelter pet animal
- **Backup Caregiving Subsidy:** Up to \$1,500 USD\* or local currency equivalent in total childcare/eldercare costs
- **Maternity, Paternity, Surrogacy, Fostering and Adoption Leave:** Flexible, for you and your family





# Your Retirement

Helping you plan and save  
for a comfortable retirement



- **Retirement savings:** Workday will match your contributions 1:1 up to €2,000 per year
- **Pension support:** 1:1 financial advice to help you plan for your retirement



# Your Money

Making your hard-earned money go further

- **Restricted Stock Units (RSU):** A range of equity (stocks and shares) options giving you a stake in Workday's success
- **Employee Stock Purchase Plan (ESPP):** Buy shares each month from your salary with a 15% discount
- **Carer Subsidy** Financial support to help you carry out your caring responsibilities



- **Workday Deals:** Discount on a range of goods and services from popular retailers
- **Bonus & Commission:** Compensation that aligns to your success at Workday



# Life @ Workday Latvia

A culture where everyone is valued, has fun and plays a part in building success



- **Employee Referral Programme:** Refer talented people to Workday and, in exchange, be eligible for referral rewards upon each hired referral
- **Our Workday Forest:** Help to plant trees in our (virtual) forest and donate towards protecting and restoring vital nature around the world <https://tree-nation.com/profile/our-workday-forest>
- **Awards and Recognition:** We recognise Workmates with schemes such as Anniversary Stars, Innovation Awards, Team Awards, and the Outstanding Contributor Award, just to name a few.
- **Work Clubs:** Employee-organised groups focused on various hobbies, sports, and interests
- **Giving and Doing:** Access to grants and donation matching for volunteering efforts and the causes you are passionate about
- **Events:** Social events and opportunities to have fun and create meaningful connections so you enjoy every day at Workday.



# Be Yourself

We're all different, and that's what makes us unique. We aim to inspire a brighter work day for all and leave a positive impact on the world around us.

## VIBE

We **Value Inclusion, Belonging, and Equity (VIBE)**. Everyone has equitable access to the same benefits packages to meet their unique needs from day one.

