












Estonia


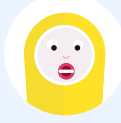
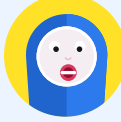
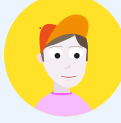
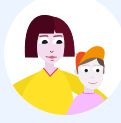


How benefits work

| | STATUTORY | GOOD PRACTICE | ABOVE & BEYOND |
|--|--|---------------------------------|------------------------|
|  Working Hours | Max 48 hours weekly | 40 hours weekly | Flexible working hours |
|  Overtime Compensation | Time off equal to the overtime or 1.5 times pay | 1.5 times the employee's salary | |
|  Paid Time Off | 28 calendar days per year* | 24-26 working days off | Unlimited time off |
|  Public Holidays | 12 public holidays Days preceding New Year's Day, Anniversary of the Republic of Estonia, Victory Day and Christmas Eve are reduced by three hours | | |

General Benefits

| | | | |
|---|---|---|--|
|  Pension | Government pension** | Matched private pension (3%) | Private pension contribution (6%) |
|  Healthcare | Public healthcare covered by employers who contribute 13% of the employee's gross pay | Fully paid or partially paid private health insurance, including dependents | Fully paid private health insurance, including dental and vision |
|  Flexible Working | Right to request flexible work | Flexible working hours, option to WFH 1-3 days per week | Option to WFH full time |
|  Home Office Budget | | Ergonomic consultation and workstation | Up to €100 allowance and ability to request additional equipment |
|  Education & Training | | Paid learning, career development assistance or budget for conferences and seminars | Monthly or annual allowance for training, courses, books or language courses |
|  Wellness Program | | 50% of gym membership, EUR 50 sport stipend, Employee Assistance Programme | Coaching, books stipend, fully covered gym membership |
|  Profit Sharing | | | Stock options often ranging from 0.05 to 1% |

Leave

| | | | |
|---|--|---|--|
|  Sick Leave | 182 calendar days paid sick leave (240 for tuberculosis) Up to 8th day paid by the employer, and after that paid by the Health Insurance Fund at 70% of salary | Full pay for the first 3 days of illness | Top up of the 70% allowance to full pay |
|  Maternity Leave | 100 calendar days The amount for maternity benefit depends on the number of calendar days in a month and it will differ | Additional 6 weeks paid leave | |
|  Paternity Leave | One month pay covered by the Health Insurance Fund*** | Employers top up the government's allowance | Up to 30 additional calendar days, paid by the employer |
|  Adoption Leave | 70 calendar days for the adoption of children younger than 10, paid by the government at full rate | Additional 70 calendar days of leave, covered by the employer | Additional 6 weeks of leave |
|  Parental Leave | 475 - 514 days shared between parents | Leave can be carried over until the child turns 8 | The leave is not limited to the child's age |
|  Education & Training Leave | 30 calendar days of educational leave, 20 of them paid by the government at regular wage | | Employer pays for the remaining 10 days |
|  Childcare Leave | 6 days for children under 3**** 3 days for children aged 3 to 14 6 days for three children under 14 | Employer tops up the government allowance | 6-10 days, regardless of number and age of children, covered by the employer |

* In Estonia, all seven days of the week are taken to calculate time off, not just the five working days of the week

** Employers contribute 20%, employees 2% of the employee's gross pay

*** Pay is 100% of regular wage (capped at 3x the average gross monthly salary in Estonia based on data published by Statistics Estonia). Paid by the government.

**** Paid by the government at the rate of minimum wage