

Category	Human Rights Policy	Work and Life Balance Policy	Date of Revision	2021.10
Page	③		Revision No.	0.1

SK Biopharmaceuticals has established various programs to enhance job satisfaction and improve work-and-life balance of its employees. These programs include flexibilization of work style, telecommuting, flexible vacation schedule, and various others to support employees for health care, housing purchase, education, and daycare centers. Furthermore, SK Biopharmaceuticals continuously aims to improve its welfare programs and work environment by conducting regular surveys to better understand the needs and demands of the employees and enhance their job satisfaction and work-and-life balance.

[Work Flexibility]

SK Biopharmaceuticals has introduced a program called "selective working hours" that allows its employees to choose their working hours for 160 hours in 4 weeks. Designed to promote autonomous work culture and environment, the program gives freedom to all employees to choose their working hours (start and end time, daily work hours) within statutory working hours. Also, we have expanded the shift to remote work or work from home due to the COVID-19 pandemic.

[Welfare System]

SK Biopharmaceuticals also provides various welfare programs such as financial supports for health care, education, daycare centers, and family events, and vacation policies to keep employees happy with their job and help them to live a comfortable life. In addition, we offer welfare mileages covering a wide range of welfare services.

Classification	Details of support
Financial support	Welfare mileages, vehicle maintenance
Health care	Regular health checkups, medical expenses support (including spouse and children), regular health counseling, Health Keeper program
Housing	Loan support for housing purchase and long-term rent

Category	Human Rights Policy	Work and Life Balance Policy	Date of Revision	2021.10
Page	③		Revision No.	0.1

Household and childcare	Financial support for family events, maternity and parental leave, daycare centers at workplaces, financial support for children school expenses
Hobbies and leisure	Resort benefits and support for club activities
Others	Long-term service reward, loan support for life stabilization

[Maternity Protection]

SK Biopharmaceuticals supports the maintenance of work-life balance by operating systems related to childbirth and childcare for employees. SK Biopharmaceuticals operates a variety of systems and facilities by granting pregnant women leave or leave of absence beyond the legal compulsory standards before and after pregnancy and childbirth.

Maternity Protection	Program details
Maternity leave (pre- and post-natal)	Maternity leave is available to female employees to care for their health before and after the delivery
Miscarriage and stillbirth leave	Leave for a certain period is available to female members who have experienced miscarriage or stillbirth
Fetal examination	Half-day leave is available to pregnant female employees for fetal examinations
Shorter hours for the pregnant period	Pregnant female employees in the early and later stages of pregnancy are eligible to apply for shortened working hours
Paternity leave	Paternity leave is available to fathers to care for their wives and babies after the delivery

Category	Human Rights Policy	Work and Life Balance Policy	Date of Revision	2021.10
Page	③		Revision No.	0.1

Parental leave of absence	Parental leave is available to all male/female employees to care for or make arrangements for the welfare of their child under the age of 8 or under the second grade of elementary school
Shorter hours for child care	Male/female employees with a child under the age of 8 or under the second grade of elementary school are eligible to apply for shortened working hours for child care.
Fertility leave	Fertility leave is available to male/female employees for treatments/procedures for subfertility.
Unpaid leave	Pregnant female employees are eligible to apply for unpaid leave for health care if needed during pregnancy.