

Category	Work- Life Balance	Work-Life Balance Policy	Date Revised	2023.09
			Revision No.	0.3

SK Biopharmaceuticals enacts and implements policies to support the work-life balance of members of its community to ensure their happiness. By implementing policies for work environment and welfare support of its community to be achieved through means including changes in work pattern, healthcare, care of SK community families, etc. the Company endeavors to create an environment where all members of its corporate community are able to achieve stability in their work and family life and engage in their duties with dedication and focus.

[Work-Life Balance for Happiness of SK Biopharmaceuticals Community]

SK Biopharmaceuticals conducts regular work-life balance surveys to enhance the level of work satisfaction and ensure a balance between work and family life among members of its corporate community, and seeks to foster a culture where the happiness of the community takes high priority by continuously hearing and monitoring the opinions of its corporate community.

[Changes in Work Pattern]

SK Biopharmaceuticals enforces a policy of selective work, which is a type of flexible work scheme, allowing its staff to freely plan their work schedules, including the start and end time of their daily work, within a time frame of 160 hours over a period of 4 weeks. The Company's smart office system allows individual staff members to freely choose a seat of their own, facilitating improved focus and work efficiency. Furthermore, even greater flexibility of work location is permitted on the basis of individual operational unit and nature of work, with working from home selectively offered as an option. By granting its staff greater freedom to select time and location where they can better concentrate, the Company seeks to create an environment where maximum focus can be achieved.

[Employee Healthcare]

SK Biopharmaceuticals provides a wide range of healthcare and welfare programs to ensure that members of its community enjoy a healthy life. The Company offers regular and special medical examinations, medical cost assistance, health management office, sick leaves and other healthcare programs for individual employees and officers, in addition to providing healthcare cost support, medical examinations, flu vaccinations and more for their family members.

[Family Healthcare]

SK Biopharmaceuticals offers healthcare, housing security, cost of living, childbirth and childcare support programs for family members of its staff to ensure the stability of their working and family life. The Company has formed a systematic foundation for supporting the work-family balance of its staff, including programs for family healthcare support, medical examinations, flu vaccinations and selective welfare programs, providing support for leisure, expenses for family events, financing of children's education, etc. for its staff and family. The Company also offers vacations, leaves, shorter work hours (including leaves during pregnancy, shorter work hours during pregnancy and for child care, leaves for staff having difficulty in having children, inter-pregnancy examinations, childbirth, child care, etc.) that can be used in the event of pregnancy, childbirth and childcare, in addition to a wide range of childcare support programs including workplace day care centers, flexible work policy, etc.

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[Welfare]

SK Biopharmaceuticals offers a wide range of welfare programs to support the work-life balance of its corporate community.

Category	Description
Work Policy	Selective work hour policy
Vacations	Summer vacations
Healthcare support	Regular and special medical examinations, medical cost assistance (including spouses and children, flu vaccinations, etc.), regular health consultations, health management office, sick leaves, etc.
Family healthcare	Housing assistance (loans for home purchase, leasehold and stable livelihood) Family life and childcare support (family events, expenses, workplace day care centers, children's educational expenses) Maternity support programs (leaves in the event of childbirth, leaves for childcare, shorter work hours during pregnancy and for childcare, inter-pregnancy examinations, leaves during pregnancy, leaves for staff having difficulty in having children, leaves for spouse's childbirth, etc.)
Support for leisurely activities	Selective welfare, resorts, recreational clubs
Others	Awards and vacations for longtime-serving staff, awards for high-performing staff and projects, collective insurance

[Work-Life Balance Goal]

SK Biopharmaceuticals seeks to act upon and achieve the following action plans and work-life balance objectives.

Year	Action plan and goal
Yearly	Annual work-life balance satisfaction surveys and determinations of areas to improve 100% usage of annual leaves and childcare leaves
2022	Less than 10 hours of average overtime work per month Encouragement of taking leaves during pregnancy and expanded scope of shorter work hours for pregnancy and childcare
2023	Obtained certification as a family-friendly company
2025	Expansion of employee healthcare support and family healthcare

[Details of Execution and Outcome]

Execution/Outcome	2021	2022	2023
Satisfaction survey (score)	73	71	-
Overtime work (monthly average)	7.1 (hr/month)	7.7 (hr/month)	5.5 (hr/month)
Rate of childcare leave use	100% (4 eligible individuals)	100% (4 individuals)	100% (12 individuals)
Rate of annual leave usage	100%	100%	100%
Number of staff members that took pregnancy leaves (number of individuals)	-	1	-
Number of staff members that used shorter work hours for childcare (number of individuals)	1	1	2