



Seagate U.S. Paid Parental Leave: FAQ

1. What is Paid Parental Leave?

Paid Parental Leave (PPL) enables parents to take paid time off to welcome and bond with a new addition to their family. PPL currently applies to Seagate U.S. employees who are welcoming a child into the family—either through birth or adoption. Regular full- and part-time (working at least 24 hours per week) Seagate employees are eligible for up to 16 weeks of paid parental leave.

2. When does PPL go into effect?

U.S. PPL begins January 1, 2020.

3. How long do I have to take my PPL?

PPL needs to be taken during the year immediately following your child's birth or placement in your home for adoption. You may take the leave all at once, or you may break it up into two periods of leave time. The minimum amount of leave you may take at one time is one week.

4. Do I have to take all 16 weeks of PPL within the one year after the birth or adoption of my child?

Yes. You must take your full 16 weeks of leave before the end of the first year following your child's birth or adoption. Any unused PPL after the one-year deadline is forfeited.

5. My child was born/placed for adoption before January 1, 2020 and is less than 1 year old. Am I eligible for PPL?

No. You are eligible to take PPL only if your child is born or placed in your home for adoption on or after January 1, 2020.

6. What if both parents work for Seagate? Are we required to split the PPL time off?

No. You are each eligible for 16 weeks of PPL. Both parents can take PPL concurrently or stagger their PPL leave, whatever makes sense for your situation.

7. How do I request PPL?

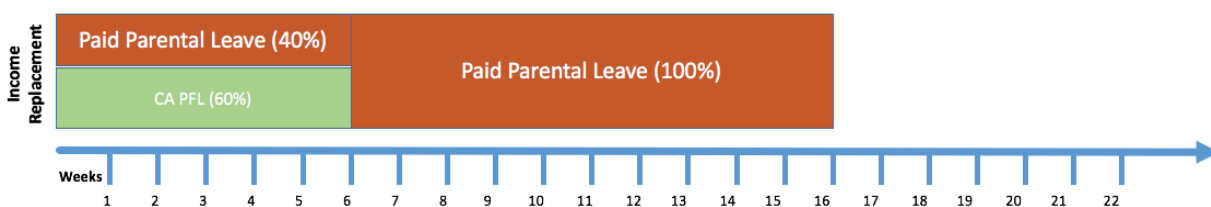
You will [open your PPL with AbsenceOne](#), which administers all leaves of absence. You will be asked to provide proof of birth or adoption to certify your leave. AbsenceOne will administer all aspects of your leave of absence.

8. How will I receive my benefits?

Once your leave is approved, AbsenceOne will determine the amount of pay you will receive each pay period and send this information to Seagate. During your PPL, you'll be paid through the normal payroll cycle. (For example, if you currently have your checks directly deposited into your bank account, that process will continue for the duration of your PPL.)

9. If I live in a state that offers Paid Family Leave benefits, such as California or Washington, will I receive state family benefits in addition to Seagate's PPL?

No. Seagate's PPL payment is offset by any state-mandated family leave benefits you receive. For example, California Paid Family Leave benefits pay 60% of your base pay for 6 weeks. During that time, your Seagate PPL payment would be 40% of your base pay. After state family leave benefits end, Seagate PPL payments would increase to 100% of your base pay for the remaining 10 weeks. The graphic below illustrates this example.



10. How does PPL work with top-up pay?

Generally, top-up pay (available only to exempt employees) will be replaced by PPL pay. Top-up pay will continue to be available in these situations:

- A woman on disability leave for pregnancy can use top-up pay for the first three weeks of disability, following the waiting period
- Any exempt employee who goes out on an FMLA leave (for their own, or to care for a family member's, serious health condition)

11. Is there an age limit on adopted children in order to qualify for PPL?

To be eligible for PPL, the child you are adopting must be younger than 18 years old.