



Hong Kong Benefits Summary 2024–2025

Pearson is pleased to offer you a comprehensive and flexible benefits package to help you meet your health, financial, wellness, and lifestyle needs. This document provides a summary of the benefits available to you, from which you can build a package that works best for you.



Table of Contents

Medical Insurance	3	Pension Plan	4
Annual Health Checkup	3	Save for Shares Plan	4
Life Insurance	3	Global Employee Wellbeing Programmes	4
Voluntary Dental Care	3	Paid Leave	5
Voluntary Vision Care	3		

Medical Insurance

Pearson Hong Kong provides medical insurance through Generali. Employees and dependents are eligible. Employees whose maximum entry age at 64 are eligible; maximum age limit for coverage at 69, and termination age at 70. Children aged 20 to 23 years old are required to submit full-time student evidence.

Coverage

1. Hospitalization
2. Supplementary Major Medical (SMM)
3. Outpatient
4. Dental

Annual Health Checkup

Employees are eligible to participate in annual health checkups provided by Vcare or QHMS. It is a good indicator to provide a general overview of your health status and detect major diseases.

Life Insurance

You will be automatically enrolled in the Pearson Life plan, Total Permanent Disability, and Personal Accident coverage; the benefits are covered by Generali.

All claims are subject to the insurer's discretion at the relevant time.

Term Life Insurance

Coverage: 36 times of Basic Monthly Salary (BMS)

Total Permanent Disability (TPD)

Coverage: 36 x BMS

Group Personal Accident

Coverage: 84 x BMS



Voluntary Dental Care

You will have the option to join the voluntary Dental Care at your own cost, also open enrolment for dependents. The programme provided by Well-Bring provides any dental treatment, excluding cost of dentures unless caused by accident.

Scaling, polishing, and prophylaxis are offered once per scheme year; unlimited coverage for oral checkups and oral hygiene instructions.

Voluntary Vision Care

You will have the option to join one of the two voluntary Vision plans provided by Bowtie at your own cost, also open enrolment for dependents.

- BowtieVision
- BowtieVision Premium

Pension Plan

You are eligible to participate in the Mandatory Provident Fund (MPF) in accordance with the provisions of the Mandatory Provident Fund Scheme Ordinance in Hong Kong. There are two parts of contributions: mandatory and voluntary.

Mandatory Provident Fund Scheme Ordinance

Eligibility

All full-time and part-time employees aged between 18 and 65, who have worked for the company for 60 days or more

Contribution

Both the employer and employee must contribute 5% of the employee's relevant income into the MPF scheme every month.

Voluntary Provident Fund Scheme Ordinance

Eligibility

Permanent full-time employees aged between 18 and 59, who have completed at least one year of continuous service with the company

Contribution

Employees have the option to contribute 5%, 7.5%, or 10% of their monthly salary to the fund, in addition to any required contributions. The company will also contribute 7.5% of the monthly salary for all participating employees, on top of any mandatory contributions.

Save for Shares Plan

Pearson Global Share Plan is an easy and flexible way to save money directly from your pay. At the end of the savings period, you can use your savings to purchase Pearson shares at a 20% discount to the market price at the start of the plan. You can keep your shares or sell them immediately.

Global Employee Wellbeing Programmes

Employee Assistance Programme (EAP)

Cigna, your EAP, and work-life/wellness resource can support you and your dependents with issues related to work, life, and everything in between. Pearson provides this confidential programme at no cost to you. Through the EAP you, and family members who live with you, have access to unlimited phone counseling and up to five face-to-face or video-based counseling sessions per issue per year.

Unmind

Pearson Global WELL supported by Unmind is a global online wellbeing platform designed by psychologists to help you measure and manage your mental health and wellbeing. In addition to providing 12 free one-on-one therapy or coaching sessions, you can build your own wellbeing plan and access over 700 hours of content covering all sorts of areas, from managing stress, to sleeping better, to improving your focus. Learn more about the platform by visiting [the Hub](#).



Paid Leave

Maternity Leave Policy

Maternity leave lasts 14 weeks starting from when it begins. Public or statutory holidays within this time are included in the leave. Employees can, with company approval, start maternity leave 2 to 4 weeks before the expected childbirth date.

Paternity Leave Policy

Paternity leave is 5 days entitlement for the employee for each confinement of his spouse/partner if he is the father of a newborn child.

Other Benefits and Discounts

As part of your benefits package, you have access to a variety of additional programmes that provide financial protection, help you save money, and aid with everyday needs, such as:

- Annual Leave
- Sick Leave
- Jury Leave
- Examination Leave
- Marriage Leave
- Funeral Leave
- Birthday Leave
- Global Travel Insurance
- Staff Order



This summary is informational only. If there is a discrepancy between this summary and plan documents, plan documents govern. The Company reserves the right to amend, modify, or terminate these programs at any time for any reason.

This summary and any changes to it do not constitute a contract of employment with the Company and do not give you the right to be retained in the employment of the Company. For more information, please contact your local HR representative.