



Quick Reference Card

Summary of terms of employment

July 2024



1. Salary (1/1)



1.1 Job grading

All jobs or positions are ranked into 14 function groups which, in turn, are paired with salary scales.

1.2 Base salary

Your personal salary reflects the number of actual hours you work, up to a maximum of 40 hours a week.

Everybody in service on 30 September of the previous year is eligible for a reward bonus of 2.5% or 5.0% of the salary from the previous calendar year in March of the following year, unless performance is not up to standard. Furthermore, every employee with room in their scale will receive an annual salary increase of 2.5% on 1 April.

1.3 Benefit budget

- » You receive a monthly budget you can use to buy employment benefits.
- » This benefit budget is 11% of your salary
- » If you do not buy any benefits, you will receive payment in lieu, amounting to one-twelfth of your benefit budget every month.

Your budget allows you to buy up to four weeks of holiday time a year over and above your legal holiday entitlement. You may also use your budget to purchase other benefits such as a bicycle or to supplement your insurances.

2. Travel (1/3)



2.1 Pay per use

All new employees will be introduced to the 'pay per use' model at the start of their employment. This platform enables employees to use different transportation options (walking, cycling, by car or public transport) in one trip. There is a kilometre allowance for commuter traffic of € 0.23 per kilometre up to 40 kilometres one way. If you travel entirely or partially on foot or by bicycle there is a higher allowance of EUR 0.30 per kilometre (EUR 0.23 net and EUR 0.07 gross). You can also travel an unlimited number of business kilometres with a mobility card. This card may not be used privately (from 1 January 2025 you can use this card privately).

2.2 Public transport subscription

Do you prefer to travel by public transport only? Then you can request a public transport pass directly after the start of your employment. This concerns an annual public transport second-class subscription (to the value of € 4,246). You may choose to upgrade to first class from your gross benefit budget. Both the start ticket and the public transport annual subscription allow for unlimited travel by public transport throughout the Netherlands. If you have an public transport pass then you can't make use of the pay-per-use model.

The arrangement for reimbursement of commuting costs will be changed from 1 January 2025, when we introduce 'pay-per-use'. With 'pay-per-use', reimbursement is provided based on usage, allowing employees to use various modes of transport, even within a single journey.

2. Travel (2/3)



2.3 Company car

- » Employees who drive over 15,000 business kilometres a year may qualify for a company car.
- » If the lease price for your selected car exceeds your lease budget, you will pay a contribution.
- » If you use your lease car privately, an additional tax (bijtelling) is applicable.
- » In addition to your car, you can opt for a travel card which allows you to travel with public transport.
- » You may claim expenses incurred for parking, ferry and toll for business purposes.

When you qualify for a company car a full electric car can be issued. There is no brand restriction.

You may only use your travel card if your car is not in use when you travel by public transport.

2.4 Company bicycle

All employees may charge up to €800 (for a regular bike) and €1,200 (for an e-bike) to their benefit budget once every 36 months. This includes accessories and insurance. You will not pay tax on the amount used towards the bicycle and so enjoy a tax advantage.

Another benefit employees can make use of once every 36 months is leasing a bicycle or (high speed) e-bike via Lease a Bike. Employees pay a fixed amount per month that is charged to their benefit budget, which means that leasing also has tax advantages. In addition, an additional tax (bijtelling) is applicable.

2. Travel (3/3)



2.5 Working from home allowance

In order to cover expenses you incur while working from home, you will also be able to claim a working from home allowance of € 3,- per day (i.e. a day on which you do not travel).

2.6 Internet allowance

You will receive a fixed internet allowance of €25 net per month

3. Pension (1/2)



3.1 Pensionable income and pensionable earnings

Your pensionable income is your salary - including your remuneration supplement and salary supplement (if applicable). Your pensionable amount is your pensionable income capped at €137,800 (amount 2024) less the statutory offset ("franchise"). The statutory offset is €17,545 (amount 2024). No pension is accrued on this amount because of the AOW state pension you receive later.

3.2 Collective Defined Contribution Pension scheme (CDC)

- » ABN AMRO offers an indexed average pay plan with a standard retirement age of 68.
- » As an employee, you pay 5.5% and ABN AMRO pays 31.5% of the pensionable amount. From 1 January 2025, the employer's contribution will be 24.5%. It is expected that the maximum tax accrual rate of 1.875% will still be achieved in the current scheme.
- » You accrue a partner's pension equal to 70% of the retirement pension.
- » And an orphan's pension for every child up to age 21. This is equal to 20% of the partner's pension.
- » If you become disabled for work, your pension accrual continues partially.
- » From 1 January 2027 (target date), the solidarity premium scheme will apply in accordance with the Future Pensions Act.

The pension fund seeks to accrue a retirement pension at an annual rate of 1.875% of your pensionable amount. After working 40 years, you will have accrued 75% ($40 * 1.875\%$) of your average pensionable amount. As the contribution is fixed, your accrual may be lower than 1.875% in a given year.

The pension fund aims to index your pension annually at the rate of inflation. If the funding in the pension fund is insufficient, no indexation takes place and, in the most extreme case, your pension may even be reduced.

3. Pension (2/2)



3.3 Net pension scheme

- » This is a voluntary pension plan for employees with a pensionable income above €137,800 (amount in 2024).
- » This is a defined contribution plan.
- » Partner's and orphan's pension are insured on a risk basis during your period of employment.
- » You pay the pension contribution and risk premiums yourself from your net income.
- » As of 1 January 2027 (target date), the voluntary net pension scheme will become a flexible premium scheme in accordance with the Future of Pensions Act.

You receive a gross contribution of 30% of your pensionable income above €137,800 (amount 2024).

You take part automatically. If you do not wish to participate, you must opt out of the net pension scheme.

You decide how much you contribute (within the set tax limits).

4. Insurance (1/2)



4.1 Pay on sick leave

When on sick leave you will receive your full pay for the first year, followed by 80% of your income for the subsequent year based on the percentage which you are unfit for work.

4.2 Disability cover (WIA Excedent)

If, after two years of sickness, you are more than 35% unfit for work and receive WIA benefit, the bank's collective insurance will supplement your WIA benefit – i.e. a benefit provided under the Work and Income (Capacity to Work) Act – up to 75% of your last earned income.* This is calculated according to the percentage to which you are unfit for work.

4.3 Voluntary WIA cover supplement (WIA Excedent Aanvulling Plus)

You can take out a supplementary insurance to cover an extra 10% of pay in the event of disability. Under this cover your WIA benefit will be supplemented to bring it up to 85% of your last earned income.* This is calculated according to the percentage to which you are unfit for work.

* Income under social security laws in the year prior to sickness, capped at €200,000.

Your income consists of your salary plus benefit budget plus any other allowance.

You can fund your voluntary WIA insurance from your benefit budget.

If you take out this cover within three months of joining ABN AMRO, you will be accepted without any health requirements.



4. Insurance (2/2)



4.4 Voluntary ANW gap insurance

You may choose to participate in an ANW gap insurance. In this case, should you pass away during your ABN AMRO employment, your partner will receive a monthly benefit regardless of whether they receive any ANW pay from the government and regardless of their own income. This insurance will pay out until your partner reaches state pension age.

The insured amount is €19,000 (in 2024) gross a year and premium payments are dependant of age.

You can fund the voluntary ANW gap insurance from your benefit budget.

You will be accepted without any health requirements if you take this cover within three months of joining ABN AMRO, or within three months of marrying, entering into a registered civil partnership, or a notarised cohabitation contract.



5. Personal Development (1/3)



5.1 Onboarding

At ABN AMRO we aim to put the right talent in the right place. And this starts even before your first day. Before you start you will get access to the Onboarding App which will provide you a steep learning curve into the details of our organization: our mission, vision strategy, culture and more. We want you to be well informed when you start at your new place of work, as this will help you get off to a flying start, help you to feel at home quicker and do your job to the very best of your abilities right away.

Get to know ABN AMRO and other new colleagues at the ABN AMRO Housewarming (Onboarding Experience). The Housewarming takes place every month at the Gustav Mahlerlaan in Amsterdam. During the Housewarming you will get to know your new colleagues and the bank in a homely atmosphere. The program is all about inspiration and connection. We encourage you to register for the first edition after your start. This Housewarming is available for all colleagues starting in the Netherlands, excluding consultants, vendors and interns.

In addition, all our business lines run their own induction programmes: a (number of) day(s) in which you will learn a great deal about your own business line and all its facets. What is its strategy and what will your role be in it? What are the rules of conduct? When will you take the banker's oath? In short, a unique way to quickly feel at home in the world that is ABN AMRO.

5. Personal Development (2/3)




5.2 Personal development budget

ABN AMRO's personal development budget (PD budget) provides add-on opportunities for you to hone your talents with a view to your future. Each year, you receive a PD budget of €1,000. Any budget you do not use is automatically carried over to the next year, and, where necessary, the year after that. Any unused budget lapses after three years in parts of € 1,000 each. Go to MyLearning to spend your PD budget.

5.3 Coaching

- » You will have free use of ABN AMRO's CoachesNetwork. The CoachesNetwork, with more than 100 professionally trained coaches, is available to all bank personnel - staff and management. We assist you to make choices, give insight in yourself and get going.
- » You may also use your PD budget to enrol in a series of coaching programmes in MyLearning, the costs of which depend on the programme.

5.4 Career

- » You are responsible for your own personal development. ABN AMRO is happy to support you in discovering and developing your talents. There are tools available which you can use to identify your talents and ambitions, and how you can develop them further to keep enhancing your employability.
 - » Career scans: You are allowed to take a career scan at the bank's expense once every three years. This will not be charged to your PD budget.
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5. Personal Development (3/3)



- » Assignment-based working with Smartjobs: Through an internal assignment you can use and develop your talents and drivers more broadly, expand your network, orientate yourself to another position or get to know the organization better. A Smartjob can vary from a result that you deliver within a certain time frame to a role that you fulfill in another team for a certain period of time. Smartjobs is mainly a mindset and is not strictly defined. You take the initiative yourself and think beforehand about what you want to learn from a Smartjob. It is important to discuss a request for doing a Smartjob as early as possible with your manager and/or team. Your manager will agree to the request unless this leads to organizational problems. What is the win-win you see for your team and for the bank? You make clear agreements about this with your colleagues, your manager and the manager of the Smartjob.

5.5 Education and training

- » ABN AMRO offers a range of training and education options via MyLearning. Discuss with your manager which would suit you best. You may also choose to put your PD budget to work for you.
 - » MyLearning offers a two-part, focused leadership programme: 'Start2Lead' for new managers and 'Indepth' for experienced managers.
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6. Leave schemes (1/2)



6.1 Holiday entitlement

- » Assuming a 36-hour working week, your holiday entitlement consists of 144 statutory and 36 non-statutory hours
- » With your Benefit budget, you can buy up to 144 extra holiday hours.

In addition to the national holidays, 5 May and the Friday after Ascension Day are also days off at ABN AMRO.

6.2 Generation leave

- » You may take – partially paid – sabbatical leave (generation leave) of a minimum of one month and up to six months if you have been in ABN AMRO's service for at least twelve months.
- » Generation leave can be taken in no more than two blocks of full or partial leave, depending on your own requirements.
- » You may re-apply for a generation leave no sooner than five years after the end date of your previous generation leave.

You will receive 40% of your salary for a period of up to 13 weeks.

6.3 Childcare leave

- » You may take parental leave for a child younger than 13 years old, either your own or an adopted child.
- » Full or partial parental leave of up to 26 weeks can be taken for each child, depending on your own requirements.
- » Your entitlement to this leave ends when the child turns 13.
- » If your child is younger than 1 year old, you will receive 4 weeks fully paid and 5 weeks 70% paid parental leave.

This leave will be paid full for 4 weeks and partly for 5 weeks if the leave takes place in the first year after birth.

6. Leave schemes (2/2)



6.4 Parental leave

- » If your partner has given birth to a child, you are entitled to six weeks of paid Parental leave.

Your salary will be paid in full.

6.5 Banking4Better days

- » Each year you have an opportunity to take five Banking for Better days.
- » You can use these days to make a contribution to society or to work on your personal development.

Your salary will be paid in full.

6.6 Short-term care leave

- » You may take up to two weeks a year in short-term care leave.
- » You may do this if your partner, child, parent, other member of your family or a personal acquaintance is sick and you need to care for them.

Your salary will be paid in full.

6.7 Long-term care leave

- » You may take long-term care leave with a maximum of eleven times your average working week.
- » You may take long-term care leave if a person close to you, such as your partner, child, parent, etc. is seriously ill and in need of care, and is dependent on you for their care.
- » You may also take leave to look after a terminally ill partner, child or parent, or to help a child suffering from a life-threatening illness.

You will receive 50% of your salary for your leave hours.



7. Working times and locations (1/1)

7.1 Flexible hours

Depending on your job, ABN AMRO offers you the opportunity to work flexibly, i.e. to make work more independent of time and place. We support you with technology and facilities to enable you to do your job more efficiently and effectively. Some examples:

- » We offer flexible management and are result-driven.
- » If you are not tied down by a prescribed work schedule, you are free to decide where and when you work (in close consultation with your manager, of course).
- » The use of a laptop.
- » Apps and software enabling you to work and share information remotely.

7.2 Bring Your Own

You can opt into our Bring Your Own scheme if people need to be able to contact you by mobile phone. The scheme covers a mobile phone you purchase yourself but which you use for work purposes on a mobile plan paid for by ABN AMRO. Your manager will decide whether or not you need to be on the plan.

You will be reimbursed net for the costs of a new phone and a one-off same-amount deduction will be taken from your gross salary, up to a maximum of €500, saving you the tax you would normally pay on this amount. You may buy a new phone under this scheme once every 24 months.

7.3 Working hours

Basic working hours at ABN AMRO total 36 hours and the maximum is 40 hours a week.



8. Wellbeing and working conditions (1/2)

8.1 Wellbeing and working conditions

ABN AMRO ensures that you can work in a healthy and safe manner. Wellbeing involves much more than being physically fit and mentally healthy. It also involves feeling good about yourself and fulfilling your potential, both at work and at home. A good energy balance is essential: the more energy you have, the happier you are and the greater your general success will be. We find it important that you pay attention to your movement and relaxation, also during the workday, for optimal performance both in work and private life. MyWellbeing is here to help you with that.

- » Every year, you can participate in the extensive Health Gains programme of our health and safety service provider Beter.
- » Via MyWellbeing we offer multiple activities, workshops and trainings with regard to your physical, socio-emotional, mental and purpose energy. Besides, the platform HelloYou offers (personal) advice and both online and offline classes for sport and relaxation.
- » In Flex Benefits you can claim the purchase costs of your fitness wearable up to a maximum of €200.
- » We offer you tools to ergonomically design your workplace at home.
- » We have external physiotherapists at major locations so you can go quickly if necessary and you can also make free use of online physiotherapy via HelloYou.
- » ABN AMRO has obtained Informal Care-Friendly accreditation from the National Organisation for Work & Informal Care. We are open to informal care and we aim to seek out tailored solutions with our employees.
- » If you are out of balance or have problems at work, you can contact the company doctor, the company counsellor or the confidential advisor.



8. Wellbeing and working conditions (2/2)

- » Grief in the workplace is often a difficult topic that ABN AMRO is keen to pay more attention to through information on intranet/Sharepoint and in collaboration with Beter's counsellors.
- » In case of inappropriate behaviour, you can contact the confidential advisor.

8.2 Financial Fit

As an employer, we think it is important that you can continue to do your work in a good and healthy way, without distraction from (money) stress. The internal resources of ABN AMRO Bank N.V. help you find the right helping source. The internal resources consist of a number of initiatives (e.g. Social Fund) that can help you on your way if you have money worries or that can help you to prevent them.

- » Every 3 year you can request a Financial report to gain insight to your financial situation for several years.
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9. Health insurance (1/1)

Discount on health insurance

ABN AMRO has negotiated excellent discounts through its group health insurance plan with Zilveren Kruis.

The bank has also partnered up with Zilveren Kruis and occupational health & safety service Beter when it comes to lifestyle and care.

- » 5-25% Discount on supplementary insurances
- » 15% Discount on dental insurance

Check out up-to-date rates at <https://collectief.zilverenkruis.nl/abnamro/205370001/en>



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