

[In-house regulations on annual paid leave]

1. Employees with less than 1

year of service * 1 day of paid annual leave after 1 month of service from the date of employment *

A total of 11 days of annual paid leave until 1 year after joining the company * 9 months (9 days) and 11 months

(after joining the company) 2nd) Implementation of annual leave promotion for those who have been in their car for less than 1 year

2. More than 1 year of service (2nd year) ~ less than 2 years (3rd year) * 15 days of

annual paid leave (based on the date of joining the company) after 1 year of service, used up to the day before the 2nd year of service * Length of

service Additional annual paid leave is granted on a monthly basis until the end of the year based on the date of joining the company at the end of the 2nd year

3. 4 years or more at the

company * 15 days of annual paid leave as of January 1 each year (according to accounting standards). *

Annual paid leave used from January 1st of the year to the end of the year.

4. Common items

* Annual paid leave is based on full work (80% or more) during service period. * Summer vacation is exhausted within the employee's annual paid leave. * The annual paid leave promotion system is in place, and if the annual leave is not used within the period of use, it expires. can do

* Additional annual paid leave: 1 additional day of additional annual paid leave granted after 3 years of service,

For every two years of work thereafter, one additional day of annual paid leave is added, up to a maximum of 10 days. (up to 25 days)

5.

Example: Joining date

2019.04.06 2019.05.05 1 day of annual paid leave for full work ~ 2020.03.05 11 days of annual paid leave for full work 2020.04.06 2020.04.06 15 days

of annual paid leave for full work ~ 2021.04.05 2021.04 From .06 to 2021.12.31, an additional 10 days of

annual paid leave calculated on a monthly basis is granted, and can be used until 2021.12.31. 2022.01.01 15 days of annual paid leave are issued and can be used until

December 31, 2022 Annual paid leave occurs on January 1 of each year thereafter

* For other inquiries, please contact the Management Support Office.