

# Paid Parental Leave Policy

**K**osmos provides all regular, full-time employees who have been employed by Kosmos at least 12 months with up to 16 weeks of paid leave for the birth of a child, including any period of disability of the eligible employee in connection with pregnancy or childbirth, for the placement of a child with the employee for adoption or foster care, and to care for the newborn or newly-placed child. This period of paid leave runs concurrently with the otherwise unpaid leave to which an employee may be eligible under the Family and Medical Leave policy.

Absent management approval is in Kosmos' sole discretion and the maximum period of paid leave under this policy in any 12-month period is 16 weeks.

## ALLOCATION OF PARENTAL LEAVE

- **Employees Who Give Birth or Who Are Primary Caregivers:** Eligible female employees who give birth will be provided up to 16 weeks of paid leave, which includes any period of disability of the employee in connection with childbirth. The paid portion of the leave for an employee whose spouse or domestic partner gives birth, who adopts a child, or with whom a child is placed for foster care, and who the family designates as the primary caregiver also is 16 weeks.
- **Employees with a Spouse or Domestic Partner Who Gives Birth or Who Is a Non-Primary Caregiver:** Eligible employees whose spouse or domestic partner gives birth or who is not the primary caregiver of an adopted or foster child will be provided up to 4 weeks of paid leave.