

abbvie



# total rewards highlights

An overview of AbbVie's benefits, compensation  
and well-being resources.

PEOPLE. PASSION. POSSIBILITIES.

# total rewards highlights

Welcome to the AbbVie Total Rewards Tool Box. Here you will find highlights of the benefits, compensation and well-being resources AbbVie offers. Take a look inside to learn more.

## BENEFITS

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# BENEFITS

At AbbVie, we promote a culture of good health not only for our patients, but also for our employees and their families. Our medical, dental and vision care options allow employees to select the health care coverage that best meets their needs. The AbbVie Savings Plan and AbbVie Pension Plan are designed to help employees achieve their long-term financial needs. And our life and disability coverage, time off benefits, adoption assistance, commuter benefits and many other programs focus on helping meet the unique needs of employees and their families.



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## MEDICAL COVERAGE

### All AbbVie medical plans provide 100 percent coverage for AbbVie drugs (a deductible may apply).

All regular employees scheduled to work at least 20 hours per week are eligible for health coverage. Employees may cover themselves, their spouse or domestic partner and their children (up to age 26). Coverage begins on the employee's start date; there are no waiting periods or exclusions for pre-existing conditions. AbbVie applies a surcharge on your monthly medical contributions if you elect to cover a spouse/domestic partner who has access to coverage through his or her employer.

All health plans require an employee contribution, which is deducted from an employee's pay before taxes are taken out (see 2017 Plan Rates tab for details). Most employees (based on the area where they work) can select from six high-quality national medical plan options\*, which offer:

- **Provider choice:** Coverage with any provider (doctor, hospital, lab)—but costs are lower for providers in the network
- **Preventive coverage:** 100 percent coverage for certain preventive services such as physicals, well-woman (including mammograms) and well-child exams and immunizations, when network providers are used
- **Health support:** Free, 24-hour nurse advice line for non-emergency situations, plus help from customized care programs for serious illnesses
- **Opportunity to save:** Lower (or eliminate) contributions when an employee completes a free online health assessment
- **Online information:** Online and mobile access to information about providers, cost estimator tools, claims and more

\*Regional options are available in California and Hawaii

## DENTAL COVERAGE

AbbVie offers comprehensive dental coverage for many services such as:

- Exams, cleanings, fillings
- Orthodontia (adults included)
- Restorative and surgical services at varying levels

## VISION COVERAGE

Eligible employees may purchase vision coverage which, through a network provider, includes:

- A preventive eye exam after a copayment once every calendar year
- Prescription eyeglass lenses or contact lenses every calendar year
- Prescription eyeglass frames after a copayment every two years

## SPENDING ACCOUNTS

### Flexible Spending Accounts (FSAs)

All regular employees scheduled to work at least 20 hours per week are eligible to participate in FSAs that allow them to set aside pretax money to pay for eligible health care and dependent care expenses.

- Employees can choose a health care or a dependent care account, or both. The maximum annual contributions are set by IRS rules, and FSA dollars cannot be refunded.
- Health Care FSA: Employees can carry over up to \$500 from their current year health care FSA to the following calendar year. Employees have until April 30 to submit prior year health care FSA expenses. The carryover funds do not count against employees' total election for the current year.
- Dependent Care FSA: Employees must use the money in their dependent care FSA by March 15 of the following calendar year or they will lose it. Employees have until April 30 to submit prior year dependent care expenses.
- Employees cannot change their FSA elections until the next open enrollment period unless they experience a qualified family status change, such as a birth or marriage.

### Health Savings Account (HSA)

Employees enrolled in one of AbbVie's high-deductible health plans are eligible to open an HSA—an account funded with employee pretax dollars to pay for future health care expenses. The maximum annual contributions are set by the IRS each year. Depending on the health plan option chosen, the company also may contribute to this account.

- Employees may open an HSA at any financial institution that offers these accounts; however, in order to receive AbbVie contributions and take advantage of the convenience of payroll deductions, they must use an AbbVie-designated bank.
- Employees can withdraw money from their HSA tax-free if the money is used to pay for eligible unreimbursed health care expenses.
- Employees can choose to spend their HSA funds today or save them for the future. An employee's HSA, including company contributions, always belongs to them.





VACATION

Employees earn vacation throughout the year, on the 15th and end of each month.

| Years of Service   | Paid Vacation               |
|--------------------|-----------------------------|
| Less than one year | Prorated based on hire date |
| 1 – 9 years        | 3 weeks                     |
| 10 – 19 years      | 4 weeks                     |
| 20 – 29 years      | 5 weeks                     |
| 30 or more years   | 6 weeks                     |

HOLIDAYS

Full-time employees, regardless of hire date, are eligible to receive full pay for 13 company holidays, including standard holidays, company designated holidays and personal days.

SICK PAY

Hourly sick pay is for eligible non-exempt or hourly employees who become unable to work due to a non-work related illness or injury.

- Sixty hours is the maximum hourly sick pay that an eligible non-exempt employee can receive during any given calendar year (for all episodes of non-work related illnesses or to care for a sick child under the age of 18). This may vary by state.

Exempt employees receive 100 percent of base pay for absences of less than 40 continuous hours due to non-work related illness or injury.

SHORT-TERM MEDICAL LEAVE

Short-term medical leave is for all employees who become unable to work due to a non-work related illness or injury for more than seven consecutive days.

- The maximum combined sick leave and short-term medical leave benefit is 26 weeks in any 52-week period (1,040 hours).
- Short-term medical leave benefits for employees in California, Hawaii, New Jersey, New York and Rhode Island may differ.
- All qualifying leaves under state or federal law run concurrently.

Percentage of base pay an employee receives when on short-term medical leave

|               |                         |
|---------------|-------------------------|
| 1 – 13 Weeks  | 100 percent of base pay |
| Next 13 Weeks | 75 percent of base pay  |

LONG-TERM DISABILITY

AbbVie’s long-term disability plan is for eligible employees with serious health conditions that persist for longer than 26 continuous weeks.

- All qualifying employees will receive a percentage of pre-disability basic monthly earnings at 60 percent of base pay.
- These benefits are offset by any Social Security, federal, state or retirement benefit amounts received for loss of income.

Individual Disability Buy-Up Benefit Coverage

Employees have the opportunity to increase their overall level of long-term disability coverage. This Individual Disability Buy-Up benefit can protect more of their compensation in case an accident or illness impairs their ability to work and earn income. This supplemental coverage features:

- Full portability (i.e., employees who leave AbbVie can take it with them)
  - 25 percent discount from retail rates
  - Tax-free benefits
  - Guaranteed contractual terms
- Enrollment occurs annually in the spring.

PARENTAL LEAVE

All employees scheduled to work at least 20 hours per week are eligible for up to two consecutive work weeks (based on an employee’s regular work week) of paid leave within the first 15 weeks after the birth of their biological child, the birth of their domestic partner’s child or adoption of a child.



## ABBVIE PENSION PLAN (APP)

AbbVie is one of the few companies that offers a pension plan.

- The APP is a traditional defined benefit pension plan.
- AbbVie pays the entire cost for this plan. There are no employee contributions and no enrollment forms to complete.
- Participation in the plan begins upon hire, or at age 21 if later.
- Pension benefits are 1.1 percent of an employee's final average pay multiplied by years of service, up to 35 years.
- Benefits are vested after five years of service.
- The normal retirement age is 65; early retirement is available at age 55 with 10 years of AbbVie service.

## DEFERRED COMPENSATION PLAN (DCP)

AbbVie's DCP provides eligible employees (generally senior managers and above) with an opportunity to defer eligible compensation into a tax-deferred program (above limits imposed by 401(k) plans such as the AbbVie Savings Plan) to meet their personal financial goals—whether they want to save more for retirement, pay for college tuition or simply increase future net worth. Participation in the DCP is voluntary and is restricted to a select group of management employees. The DCP is not a 401(k) plan and is subject to different rules and risks than the AbbVie Savings Plan.

## ABBVIE SAVINGS PLAN (ASP)

The ASP is a retirement savings plan with 401(k) features. The plan provides an array of investment options and flexible features to help further an employee's long-term financial goals. Benefits under the ASP depend on an employee's level of contribution and the performance of the investments chosen.

- Employees are eligible to participate in this plan upon hire, but they must sign up to participate.
- If an employee contributes at least 2 percent of eligible pay, AbbVie contributes an additional 5 percent.
- Employee contributions are made through payroll deduction.
- Employees can contribute from 2 to 25 percent of eligible pay on a pretax and/or Roth 401(k) basis, subject to the IRS annual pretax contribution limit. They can also contribute from 2 to 10 percent on an after-tax basis. The combined total of all contributions cannot exceed 25 percent of eligible pay.
- Company contributions are vested after two years.
- The plan offers multiple investment choices, including AbbVie common stock, target date funds and many other offerings.
- The plan accepts rollovers of pretax distributions from other qualified plans and conduit IRAs.

## RETIREE HEALTH CARE

Coverage under the AbbVie Retiree Health Care Plan is available to eligible retirees with at least three years of AbbVie service who are eligible to receive retirement benefits from the AbbVie Pension Plan or AbbVie Pension Plan for Former BASF and Former Solvay Employees.



# OTHER INSURANCE

## LIFE INSURANCE

All employees receive basic coverage equal to 200 percent of their base annual salary and sales bonus at no cost.

- Employees may purchase supplemental coverage equal to an additional 100, 200, 300, 400, 500, 600 or 700 percent of their base annual salary, up to \$7.3 million combined basic and supplemental coverage.\*
- Employees may purchase dependent coverage for their spouse or domestic partner and dependent children up to age 26.

\* May require evidence of good health

## ACCIDENTAL DEATH AND DISMEMBERMENT (AD&D) INSURANCE

All employees receive basic coverage of \$10,000 at no cost.

- Employees may purchase supplemental coverage in \$10,000 increments, to a maximum of \$500,000, or 10 times their annual salary (whichever is less).
- Employees may purchase coverage for their spouse or domestic partner when they also purchase supplemental coverage for themselves, in increments of \$10,000, to a maximum of \$100,000.

## BUSINESS TRAVEL ACCIDENT INSURANCE

All employees are covered by business travel accident insurance while traveling on AbbVie business anywhere in the world, at no cost to employees.

- This insurance provides accidental death and dismemberment benefits equal to five times an employee's annual base salary, with a minimum coverage of \$100,000 and a maximum coverage of \$1,000,000.

## LONG-TERM CARE (LTC) INSURANCE

LTC insurance helps manage the costs of long-term care, and covers care in-home or at an adult day care center, assisted living facility or nursing home. LTC insurance provides coverage for services required for an extended period of time and not associated with acute care or short-term illnesses. These types of services generally are not covered by an employee's medical plan.

- Employees under age 65 who enroll within 60 days of hire have a short two-question form to complete.
- Employees who enroll after the 60-day enrollment period as well as employees and family members up to age 75 will be asked to provide proof of good health to be considered for coverage.

## INTERNATIONAL SOS (ISOS) PROGRAM

ISOS helps employees 24 hours a day, 365 days a year if they become ill or injured, lose their travel documents, or their safety is threatened when traveling or living outside their home country on AbbVie business. Services include:

- Medical consultation and assistance by phone
- An international insurance program to ensure an employee receives needed medical assistance
- Medications dispatched to an employee's location
- Emergency medical evacuation and repatriation
- Help with lost travel documents or identification that prevents an employee from leaving the country
- Access to interpreters and legal assistance

# OTHER PLANS & PROGRAMS



## ADOPTION ASSISTANCE

Employees scheduled to work at least 20 hours per week may be reimbursed up to \$10,000 per family for eligible expenses relating to the adoption of a child who is not a relative.

- Employees may also receive up to two weeks (based on regular work week) of paid time off for legal and travel needs related to the adoption or care for a new child.
- Employees may take the leave before or after their child's arrival.

## COMMUTER BENEFITS

Employees scheduled to work at least 20 hours per week who commute to work using public transportation may set aside money from their pretax pay to cover mass transit expenses and commuter parking expenses. Since this money is deducted from their pay before taxes are taken out, they do not pay federal, state (varies by state) or employment taxes on those dollars.

## TUITION ASSISTANCE

Employees scheduled to work at least 20 hours per week are eligible for tuition assistance if they have at least one year of full-time business experience (at any company).

- Program reimburses up to \$5,250 per year for undergraduate courses and up to \$7,000 per year for graduate courses approved by an employee's manager.
- Employees are also eligible for tuition carryover (carrying qualified tuition expenses in excess of the annual maximums into the next year for reimbursement).
- The program also features a broad selection of network schools that offer tuition discounts to AbbVie employees.

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For purposes of the information contained in these materials, "All Employees" or "All U.S. Employees" refers to employees of AbbVie Inc. and its subsidiaries who are eligible to participate in accordance with the terms and conditions of the program documents.

These benefits do not apply to individuals employed in Puerto Rico or outside of the United States, except for certain designated transferred employees. Each program has its own eligibility requirements. See the summary plan description for details.

This guide is a summary of AbbVie benefits and explains selected features of the AbbVie benefits plans but is not a full description of plan terms and features. Detailed information is contained in the official plan documents. If there is any conflict between the information provided here and the information found in the plan documents, the plan documents will govern.

AbbVie reserves the right to change or end the benefits described here at any time. This material is not a statement of contractual rights and is not intended to give rise to any right to employment, continued employment or benefits. Nothing in this material alters the relationship between AbbVie and its employees, which is "at will."

# 2017 PLAN RATES



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# 2017 NATIONAL MEDICAL OPTIONS RATES

| Plan Option  | High Deductible Health Plans (HDHPs)   |                                      | HDHPs with Health Savings Account (HSA)  |   | Preferred Provider Options (PPOs)   |                          |
|--|--|--------------------------------------|--|---|---|--------------------------|
|  | UnitedHealthcare High Deductible Choice Plus   | BlueCross BlueShield High Deductible | UnitedHealthcare High Deductible with HSA  | BlueCross BlueShield High Deductible with HSA | UnitedHealthcare Choice Plus  | BlueCross BlueShield PPO |
| Monthly Contribution* (to lower your contribution, take the health assessment)   |  |                                      |  |   |   |                          |
| Employee only  | \$25.13  | \$25.13                              | \$79.30  | \$79.30                                       | \$142.15  | \$149.75                 |
| Employee + spouse/ domestic partner**  | \$54.60  | \$54.60                              | \$176.60   | \$176.60                                      | \$323.70  | \$339.30                 |
| Employee + children  | \$49.85  | \$49.85                              | \$136.75   | \$136.75                                      | \$264.55  | \$281.70                 |
| Employee + family**  | \$75.60  | \$75.60                              | \$226.00   | \$226.00                                      | \$429.00  | \$453.70                 |
| Deductible (in-network preventive care not subject to deductible in any option)  |  |                                      |  |   |   |                          |
| Employee only  | \$1,900 in-network deductible; includes prescription drugs<br><br>\$3,800 out-of-network deductible; includes prescription drugs |                                      | \$1,500 in-network deductible; includes prescription drugs<br><br>\$3,000 out-of-network deductible; includes prescription drugs |   | <b>Medical:</b><br>\$250 in-network deductible; \$1,000 out-of-network deductible<br><br><b>Prescription drugs:</b><br>\$50 separate prescription drug deductible   |                          |
| Employee + family (spouse/domestic partner, children, family)  | \$3,800 in-network deductible; includes prescription drugs<br><br>\$7,600 out-of-network deductible; includes prescription drugs |                                      | \$3,000 in-network deductible; includes prescription drugs<br><br>\$6,000 out-of-network deductible; includes prescription drugs |   | <b>Medical:</b><br>\$250 per person; \$500 per family in-network deductible \$1,000 per person; \$2,000 per family out-of-network deductible<br><br><b>Prescription drugs:</b><br>\$50 per person; \$100 per family separate prescription drug deductible |                          |
| Out-of-Pocket Maximum: The Most You’ll Pay Out of Your Pocket (not counting monthly contributions)   |  |                                      |  |   |   |                          |
| Employee only  | \$3,575 in-network; includes prescription drugs<br><br>\$7,150 out-of-network; includes prescription drugs                       |                                      | \$3,575 in-network; includes prescription drugs<br><br>\$7,150 out-of-network; includes prescription drugs                       |   | <b>Medical:</b><br>\$3,000 in-network \$6,000 out-of-network<br><br><b>Prescription drugs:</b><br>\$1,800 separate prescription drug maximum out-of-pocket  |                          |
| Employee + family (spouse/domestic partner, children, family)  | \$7,150 in-network; includes prescription drugs<br><br>\$14,300 out-of-network; includes prescription drugs                      |                                      | \$7,150 in-network; includes prescription drugs<br><br>\$14,300 out-of-network; includes prescription drugs                      |   | <b>Medical:</b><br>\$3,000 per person; \$7,500 per family in-network \$6,000 per person; \$15,000 per family out-of-network<br><br><b>Prescription drugs:</b><br>\$1,800 per person; \$3,600 per family; separate prescription drug maximum out-of-pocket |                          |
| Health Savings Account (HSA)   |  |                                      |  |   |   |                          |
| HSA funds may be used for covered medical, dental and vision expenses. <b>IMPORTANT NOTE:</b> When you make your enrollment elections at <a href="https://abbviebenefits.ehr.com">https://abbviebenefits.ehr.com</a> , if you elect an <b>HDHP with HSA</b> , you will also need to authorize the opening of your HSA on the AbbVie Benefits Website to receive the AbbVie HSA contribution and be able to make pretax contributions via payroll deduction. All monthly account fees are waived for HSAs with OPTUM Bank <sup>SM</sup> (UHC) and HSA Bank <sup>®</sup> (BCBS). Payroll deduction also is available for the UHC HDHP option through ALEC, but must be set up directly with ALEC, and monthly account fees are not waived. |  |                                      |  |   |   |                          |
| Employee only  | You may open an HSA, but there is no AbbVie contribution.  |                                      | Employer-provided amount: \$500 into an HSA  |   | PPO options not eligible for an HSA. You may elect an FSA.  |                          |
| Employee + family (spouse/domestic partner, children, family)  |  |                                      | Employer-provided amount: \$1,000 into an HSA  |   |   |                          |

## You may choose to waive medical coverage.

\*Contributions are shown as monthly, but payroll deductions may be taken on a weekly or bi-weekly basis

\*\*A \$112.67 monthly surcharge applies if you elect to cover a spouse/domestic partner who has access to medical coverage through his or her employer.



DENTAL COVERAGE RATES

| Monthly Contribution   |   |
|--|---|
| Employee only  | \$13.80                                     |
| Employee + spouse/domestic partner   | \$23.90                                     |
| Employee + children  | \$27.45                                     |
| Employee + family  | \$41.45                                     |
| Annual Deductible  |   |
| Employee only  | \$50; does not apply to preventive services |
| Employee + family  | \$50 per person; \$100 per family           |
| Annual Benefit Maximum   |   |
| \$2,000 per person   |   |
| Your Coinsurance (After Annual Deductible)   |   |
| Preventive services: 0 percent<br>Routine services: 20 percent<br>Major services: 50 percent |   |
| Orthodontia  |   |
| \$2,000 lifetime for orthodontia (not included in annual maximum)                            |   |

Your dental coverage election is separate from your medical election. You may choose to waive dental coverage.

VISION COVERAGE RATES

| Monthly Contribution               |  |
|------------------------------------|--|
| Employee only                      | \$10.68  |
| Employee + spouse/domestic partner | \$22.88  |
| Employee + children                | \$20.94  |
| Employee + family                  | \$31.76  |
| Plan Benefits                      |  |
| Preventive eye exam                | Covered in full after a \$15 copayment every 12 months                             |
| Prescription eyeglass              | Covered up to \$200 after a lenses and frames* \$25 copayment**                    |
| Contact lenses                     | Covered up to \$200 (applies to the cost of lenses, lens fitting and evaluation)** |

\*Coverage includes single vision, lined bifocal and lined trifocal lenses  
\*\*Coverage is limited to contact lenses or eyeglass lenses every 12 months; coverage for frames is available every 24 months

Your vision coverage election is separate from your medical and dental election. You may choose to waive vision coverage.

# COMPENSATION

Our employees' hard work and dedication is what makes AbbVie successful. To reward employees for their contributions to our success, we offer competitive compensation that includes base pay and, depending on their role, cash profit sharing, short-term incentives, long-term incentives, sales compensation and more. Connecting employees' personal success to the success they help create for our company is all part of AbbVie's Talent Philosophy, which ensures we reward our best performers who drive our business results.







## BASE PAY

Base pay includes the money employees receive for their regular workday, as well as merit increases. Merit increases are directly connected to the employee's performance and is determined each year based on their overall performance rating.

## CASH PROFIT SHARING (CPS)

CPS enables eligible employees—generally those who do not participate in an annual incentive plan—to share directly in AbbVie's growth and success.

If you are an eligible employee on Nov. 15 of any year, you will be eligible for a CPS payment based on AbbVie's earnings per share (EPS) performance during the plan year, which begins October 1 and ends September 30. Depending on AbbVie's EPS results, you will receive up to 7 percent of your eligible earnings as your CPS payout.

If you are an active participant in an annual incentive plan, you will receive your annual incentive bonus in lieu of a CPS payment.

ABBVIE INCENTIVE PLAN (AIP)

The AIP is the company’s global short-term incentive plan for eligible employees. Depending on their role, eligible employees participate in the Global Plan, Area Plan or Affiliate Plan. Our AIP reinforces and rewards performance at AbbVie; the performance of the company, the employee’s function and the employee during the year will drive the reward.

|  |  |  |
|--|--|--|
|  <b>Global Plan</b>       |  <b>Area Plan</b>         |  <b>Affiliate Plan</b>    |
| 20% Company  | 20% Company  | 20% Area Sales & Margin  |
| 80% Function Performance & Individual Performance<br>(Based on Performance, Ways We Work and Goal Ratings) | 30% Area Sales & Margin  | 30% Area Sales & Margin  |
|  | 50% Function Performance & Individual Performance<br>(Based on Performance, Ways We Work and Goal Ratings) | 50% Function Performance & Individual Performance<br>(Based on Performance, Ways We Work and Goal Ratings) |

The AIP enables participants to receive additional rewards based on their individual performance, which can drive the maximum individual payout opportunity even higher.

SALES COMPENSATION

AbbVie’s sales compensation plan provides short-term incentives to employees involved in the sale or promotion of AbbVie products or services to customers. While base salary is a fixed amount, incentives are tied to the achievement of performance objectives; the stronger the results, the higher the level of incentives and total cash compensation.

LONG-TERM INCENTIVE PLAN (LTI)

AbbVie’s LTI plan rewards eligible employees (generally managers and above) for their contributions to the long-term success of the company. Through LTI, most eligible employees receive restricted stock units that enable them to build an ownership stake in our company.



## ABBVIE EXCELLENCE AWARDS

The AbbVie Excellence Awards program recognizes, acknowledges and celebrates employees who go above and beyond their regular job in their contributions to the company’s success.

The program provides an opportunity to recognize employees by selecting from

seven different award levels established to reward varying degrees of achievement and contribution based on the Ways We Work.

Recognition awards are delivered as gift certificates, where applicable, providing access to different award options across all five continents.



# VITALITY/WELL-BEING

Vitality is AbbVie’s approach to employee well-being. It is a sustained state of healthy behaviors: physical, mental/emotional, workplace and work/life, resulting in resilience and energy for an employee’s “whole self.” In other words: Vitality helps employees perform their best both inside and outside the workplace. As part of Vitality, AbbVie offers local and global events, programs and resources for managers and employees.



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## ABBVIE WORLD OF WELL-BEING (ABBVIE WOW)

AbbVie WOW is an AbbVie Vitality global health awareness event typically held during the first quarter of the year that offers activities and insights focused on increasing and sustaining resilience and energy to improve employees' overall health, well-being and performance.

Each day for a week, employees focus on a specific behavior with education, games and local activities. At the end of the week, employees are invited to participate in a 30-day WOW Challenge where they choose one healthy habit and commit to it for 30 days, have the opportunity to share their story with others, "like" the stories they find most inspirational, and win prizes!



## ABBVIE IN MOTION (AIM)

AIM is a global, four-week team challenge held in the second quarter of the year that encourages fitness and resilience. Every year, thousands of AbbVie employees from around the world join together in teams of two to 10 (small category) or 11 to 20 (large category) to participate in this friendly competition. Each team member, led by a team captain, tracks their daily exercise minutes, up to a maximum of two hours per day, seven days per week. Then, they record their total exercise minutes weekly on the program website.

AIM offers employees a great opportunity for networking, team interaction and support while improving their fitness at the same time.



## WORK-LIFE RESOURCES

Work-Life Resources helps employees and their families with information and materials for a variety of personal concerns. The program includes the Employee Assistance Program (EAP), work-life and legal referral services and is offered at no cost.

### Work-Life Services

Talk to a consultant to get information and personalized research on child and elder care, nutrition, education, choosing the right schools and summer camps for children, obtaining information on home maintenance and repair, managing finances, planning for retirement and much more—at no cost.

### Employee Assistance Program (EAP)

The EAP provides free, confidential, professional counseling and referral services. Assistance is available online and via a toll-free phone line 24 hours a day, seven days a week. All employees and eligible dependents can receive, at no cost:

- Assistance with personal concerns, such as life transitions, stress, grief or loss issues, mental health, coping with a chronic illness, relationship and family conflicts, financial difficulties and alcohol or other substance abuse
- Short-term counseling (up to eight sessions)
- Information about and referrals to community resources, treatment programs and local providers

### Legal Referral Services

All employees and eligible dependents may receive one free consultation, up to 30 minutes, and discounted rates if the attorney is ultimately retained.

## CONCIERGE SERVICES

Circles Concierge is a personal assistance service that saves time and money. Personal agents are available free of charge, 24 hours a day, seven days a week to provide employees and their family members help with home services, special event planning, personal tasks, travel and more.

## EMPLOYEE DISCOUNTS

PerkSpot provides employees and their family members with online, in-store and local discounts on apparel, automotive, cell phones, computers and electronics, flowers and gifts, travel and more.





## FLEXIBILITY

Providing flexibility helps AbbVie sustain high performance, productivity and engagement. Employees and managers work together to find solutions that focus on performance and results, while recognizing the diversity of our employees. Some job functions require physical presence in the workplace while others have flexibility in where, when and/or how work gets done. Delivering on results for the business is the priority. AbbVie Vitality resources are available on the Vitality website to facilitate flexible work discussions.

- Freedom to Work: AbbVie's Phased Retirement Program is a program for employees considering retirement in the next few years. It lets an employee reduce their schedule and/or adjust their responsibilities—with manager approval—while transitioning to retirement.

## CHILD CARE

AbbVie offers all employees a 10 percent discount at some of the nation's largest child care providers, in addition to priority access and backup care. In addition, Early Discoveries, AbbVie's on-site Child Care Center at Lake County, IL, Headquarters, offers all employees:

- Full- and part-time care for infants through preschoolers
- Professionally developed curriculum
- Extended hours at no extra cost (6 a.m. to 6:30 p.m.)
- Nutritious meals prepared on-site
- Emergency backup care
- School-age holiday care (kindergarten through 12 years)
- School-age summer program (kindergarten through 12 years)
- A center accredited by the National Association for the Education of Young Children (NAEYC)

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## MOTHERS AT WORK PROGRAM

All employees may access educational materials and discounts on breast pumps. All female employees can use this program to:

- Help decide whether breastfeeding is an option
- Help get started breastfeeding
- Help ease the transition back to work
- Receive counseling from board-certified lactation consultants



## HEALTH ASSESSMENT

The annual health assessment is a confidential online tool that gives employees a snapshot of their health strengths and areas of improvement. It's offered annually in the fall. In addition to becoming more aware of their health, employees can also lower (or eliminate) their AbbVie medical contributions for the upcoming year, depending on the medical plan the employee chooses. The health assessment is administered by StayWell Health Management, LLC, an independent company. AbbVie does not have access to personal health information.

## HEALTH COACHING

Getting—and staying—healthy often means making some changes to your life. But the good news is that with the right information and support, change is within reach. Take advantage of our no-cost, confidential health coaching program. You'll work one-on-one with a specially trained AbbVie health coach, who will answer your questions, listen to your challenges, offer tips and encouragement, and celebrate your successes. Topics include (but are not limited to): exercise, nutrition, stress management, and weight control.

## VITALITY POINTS

Earn incentives while you participate in Vitality programs that support your overall well-being.

You earn points for completing the activities, such as the online health assessment, biometric screening, annual preventative exam, digital workshops and many other Vitality programs.

Once you earn 500 points, you can redeem them in the AbbVie Vitality Points Store for things like a Bluetooth headset, a Sherpa blanket and a Hamilton Beach blender.

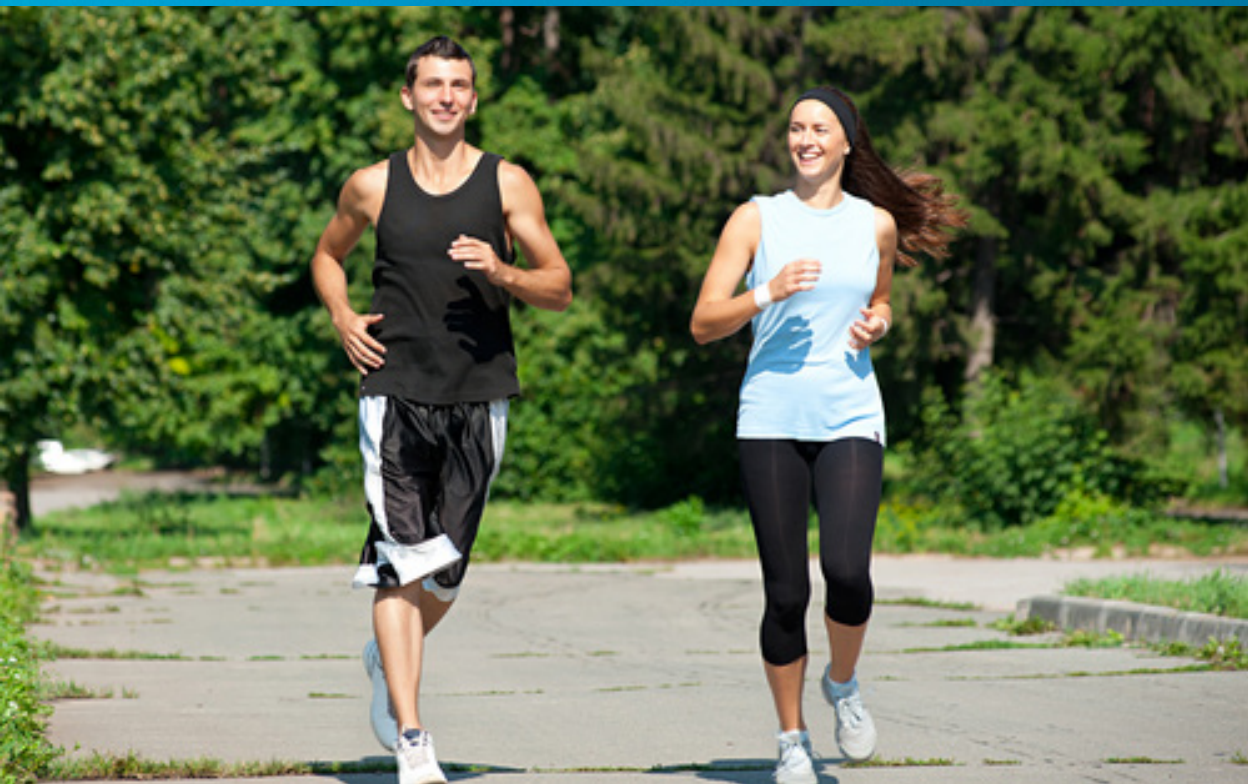
## HEALTH SCREENINGS & FLU IMMUNIZATIONS (ON-SITE)

For a better picture of your health, learn your personal health numbers (blood pressure, total cholesterol, body mass, blood glucose levels and more) during the on-site confidential health screening. Also guard yourself and others against getting flu with an on-site flu shot.

## WEIGH<sup>2</sup>GO

Weigh2Go is a year-round weight management program divided into 10-week challenges designed to help you lose or maintain the weight you've already lost.





## FITNESS CENTERS

AbbVie offers discounts to fitness centers nationwide through AbbVie's PerkSpot program. In addition, several of AbbVie's locations offer on-site fitness centers to stay fit and healthy. Most locations offer membership at discounted monthly rates, cardiovascular and strength-training equipment, group exercise classes, personal training and massage therapy.

## SPORTS AND ACTIVITIES

AbbVie's two largest U.S. sites, Lake County and Worcester, offer a wide selection of team and individual sports for players of all skill levels, in addition to club-based and recreational activities. Examples include bowling, hockey, tennis, yoga, Toastmasters and Language Club.

## HEALTHY FOOD OPTIONS AND DIETITIAN

### Healthy Food Options

AbbVie Food Service makes healthy eating in the workplace possible with nutrition facts available in each cafeteria and posted online.

### Dietitian

There is no charge for AbbVie employees or their spouses/domestic partners to work with a registered dietitian for support and encouragement in taking charge of their health.

## HEALTH ADVOCACY SERVICES

Health Advocate is a benefit service offered to employees and family members at no cost, providing personalized assistance to help navigate the complexities of the health care system.

A personal health advocate, typically a registered nurse supported by medical doctors and benefits and claims specialists, will help an employee:

- Understand medical bills, explain insurance coverage and resolve claims
- Locate a new physician or in-network provider, schedule appointments and arrange for special treatments or tests
- Request appropriate approvals for covered services and address coverage for specialized treatments
- Assist with elder care and caregiver services, including finding in-home care or assisted living and more

## FINANCIAL TOOLS & INVESTMENT ADVISORY SERVICES

Participants in the AbbVie Savings Plan (ASP) are eligible for advisory services from Aon Hewitt Financial Advisors (AFA), a federally registered investment advisor. AFA is unbiased, does not sell investments and does not receive commissions.

Employees have access to the following advisory and management services from AFA:

- **Online Advice:** Employees receive access to expert recommendations and tools to create and fine-tune a savings strategy. There is no cost for using this service.
- **Professional Management:** With this program, AFA creates, implements and monitors an employee's personalized ASP investment strategy. AFA manages an employee's ASP investments on a discretionary basis, with transactions handled through the ASP plan administrator. There is a fee for this service.

## ALEC CREDIT UNION

ALEC is a credit union with on-site branches and ATMs available in several AbbVie Lake County locations. ATMs and branches are available in many other AbbVie locations, as well as 28,000 surcharge-free ATMs and 5,000 Shared Branch locations throughout the United States. Membership is open to AbbVie employees, retirees and family members of current AbbVie employees. Besides offering services of a traditional financial institution, ALEC provides valuable tools for financial planning.

For purposes of the information contained in these materials, “All Employees” or “All U.S. Employees” refers to employees of AbbVie Inc. and its subsidiaries who are eligible to participate in accordance with the terms and conditions of the program documents.

These benefits do not apply to individuals employed in Puerto Rico or outside of the United States, except for certain designated transferred employees. Each program has its own eligibility requirements. See the summary plan description for details.

This guide is a summary of AbbVie’s benefits and explains selected features of the AbbVie benefits plans but is not a full description of plan terms and features. Detailed information is contained in the official plan documents. If there is any conflict between the information provided here and the information found in the plan documents, the plan documents will govern.

AbbVie reserves the right to change or end the benefits described here at any time. This material is not a statement of contractual rights and is not intended to give rise to any right to employment, continued employment or benefits. Nothing in this material alters the relationship between AbbVie and its employees, which is “at will.”