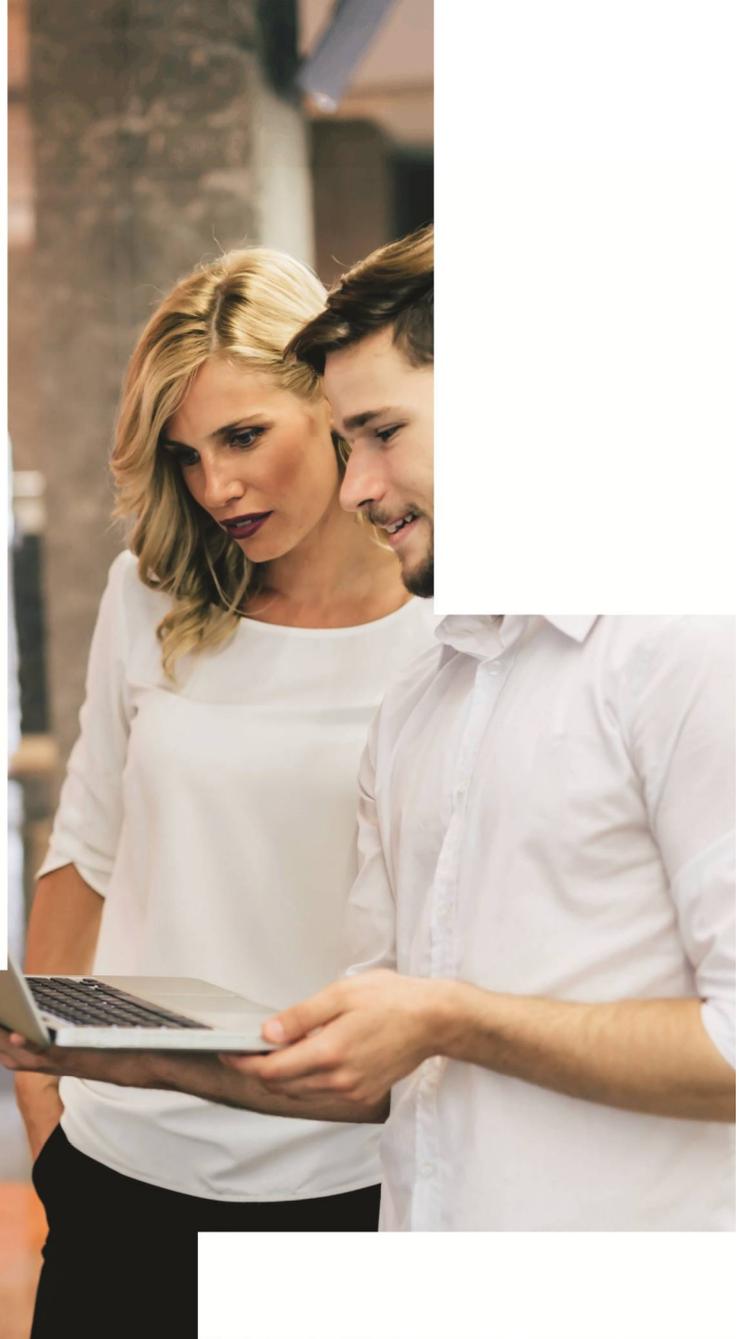


Employee Benefits Plan

VMWare New Zealand

vmware®



April 2016

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Summary

This document is a summary of the principal elements of the special and unique Employee Benefit insurance benefits which are provided for all eligible employees of VMware New Zealand Corporation Limited ('VMware'). The VMware New Zealand Health & Wellness Benefit Program ('the Plan') provides access to a valuable package of insurance benefits designed to safeguard you and the continued welfare of your dependants, whilst you are employed by VMware. We are proud to partner with VMware in offering the gold standard in employer health and wellness benefit program offering in NZ.

The insured benefits are currently insured with AIA under group insurance policies which are owned by VMware. The healthcare plan is insured via Southern Cross Healthcare.

Member Insurance Information showing the specific amounts of your benefits is issued to eligible employees upon joining the Plan and once per annum thereafter.

The Plan provides access to the following valuable insured benefits (conditions apply):

Benefit Type	Details
Life Insurance	4 times your annual Salary
Income Protection Insurance	75% of your annual Salary
Healthcare	Whole Family Plan VIP 4 Southern Cross Healthcare

The purpose of this document is to provide a simple explanation of the Life and Income Protection insurance benefits provided in the form of Questions & Answers. **Please refer to the Southern Cross Healthcare packs for full information in relation to the health insurance plan (Southern Cross VIP 4 Plan).**

This document is not a substitute for any of the relevant Insurance Policy wordings. In the event of a dispute, the final policy wordings will prevail.

Contact

Please contact Willis Towers Watson, VMware's Employee Benefits consultants if you need clarification or any further information.

E peoplerisk.nz@willis.com T 0800 329 920

General Information

Who pays the premiums?

The insurance premiums and associated costs in relation to the administration of the Plan are all paid by VMware.

What benefits are provided?

There are three types of benefit provided for employees by VMware:

Type	Benefit	Benefit level
Life Insurance	A lump sum cover on death or terminal illness diagnosis	4 times Salary
Income Protection	Insurance to assist in the replacement of some of your income if you are diagnosed as being totally disabled, after an initial waiting period.	75% of Salary
Health Insurance	Comprehensive health insurance for you and your family	Southern Cross VIP 4

What is the annual renewal date?

1 July. This is the date the insurance records are updated to reflect your current salary.

How do I join?

If you are a new permanent employee you are automatically covered from the day you commence permanent employment for the Life and Income Protection benefits, provided you satisfy the 'At Work' criteria i.e. you are actively at work on your day of commencement. **You must elect to join Southern Cross for the health insurance component of the Plan. Please refer to your Southern Cross information separately. This must be actioned within 90 days of commencing work to gain valuable concessions including cover for qualifying pre-existing conditions.**

Can I continue cover if I leave VMware?

If you leave, you may be eligible for a Continuation Option for your health, life and income protection cover. This means you can elect to replace some or all of the cover without having to provide evidence of health. You must exercise this option within 60 days of leaving VMware. If you are interested in continuing cover please contact Willis Towers Watson.

Can I assign my cover to another person or institution?

No. The policies are owned by VMware and cannot be assigned by individual staff. However, you will receive individual confirmation of your cover every year and lending institutions may accept this as confirmation that you are insured for mortgage or loan purposes.

Does the cover continue if I am working overseas with VMware?

The cover provided is a 24-hour worldwide cover. If you are temporarily residing overseas, once cover is in place and provided premiums continue to be paid, the insurer may at its discretion, provide cover for up to five (5) years depending on the nature and location of overseas residency.

The insurer must be notified of any such overseas residency prior to departure.

Temporary visits back to New Zealand of less than sixty (60) days will not constitute an Insured Member returning to New Zealand to reside in New Zealand.

When does cover cease?

Cover will cease when you leave employment (unless you take out a Continuation Option) or when you reach age 65 for Income Protection and Trauma Insurance or age 70 for Life Insurance.

Can I claim under more than one policy?

Yes. Under certain circumstances you may become entitled to claim under each of the policies.

Claims procedure

In the first instance all cases should be initially discussed with your manager and HR. If you require any further information on the policy please contact Willis Towers Watson on 0800 329 920.

Life Insurance

What is this type of insurance?

Life Insurance provides a lump sum payment in the event of your Death or if you are diagnosed as being Terminally Ill. A Terminal Illness payment is only made if there is a medical diagnosis that indicates you are unable able to work and you not expected to survive longer than another 12 months. A terminal illness payment is an advance payment of the death benefit i.e. only one payment is made under the policy.

What is the amount of this insurance?

The cover provided by VMware is four (4) times your Salary subject to a maximum benefit level. Your annual Member Insurance Information shows details of your current amount of insurance cover. There is a maximum benefit and if this applies to you this will be confirmed in your Insurance Information.

Who will be paid the benefit?

A life insurance claim will be paid as follows:

- Death – the benefit will be paid to your estate.
- Terminal Illness Diagnosis – the benefit will be paid to you.

It is recommended therefore that you put in place a Will if you have not already done so.

Is the benefit taxable?

Under current legislation, Life Insurance benefits are not taxable. We recommend you seek professional tax advice should you have any specific tax queries.

Income Protection

What is this type of insurance?

Income Protection insurance provides a monthly payment that will be a replacement of some of your income if you are totally disabled and unable to work as a result of injury or sickness. The maximum benefit that may be payable in the event of a claim is 75% of basic salary. Certain limits may apply. See your individual insurance information for confirmation of your individual benefit level.

What does “totally disabled” mean under the Plan/Policies?

The person insured is Totally Disabled if due to Injury or Sickness is:

- completely and continuously unable to perform his/her own occupation in any capacity; and
- remains under the regular care and the attendance of a Medical Practitioner and is following the advice of that Medical Practitioner in relation to that Injury or Sickness; and
- is not engaged in any occupation, paid or unpaid.

What is the benefit of this insurance?

If you are diagnosed as being totally disabled in accordance with the terms of the insurance policy, the benefit shown on your Member Insurance Information will be paid. This benefit is payable after an initial “waiting period”, and is payable for a defined “benefit period”. It is paid monthly in arrears, usually by means of a direct credit into your bank account from the insurer.

If I am disabled, when will the payments commence?

There is an initial “stand down “or “waiting period” of 90 days from the date you become totally disabled (as certified by a medical practitioner), before an insurance claim can commence payment.

If you are off work and suffering from a disability that is expected to last for at least 13 weeks then a claim should be made by notifying Willis Towers Watson. They will supply the required claim forms for completion.

Once your claim is accepted by the insurer, your monthly payments will commence immediately from the end of the waiting period and will be backdated if necessary.

How long will the payments continue?

Regular monthly payments will be made for to age 65. If you return to work before this time, payments will cease immediately.

Can I return to part-time work and receive a partial benefit?

Yes - if you have been totally disabled and then return to part-time work a Partial Disablement Benefit may be payable. The amount payable will take into account any earnings from your part-time work. Certain criteria apply.

What if there is a recurrence of Disability?

If you suffer the recurrence of Total Disability from the same or related causes within 6 months of the original disability benefit ceasing you will not normally be required to wait for a further deferment period of 90 days. If the cause of the second Total Disability is unrelated to the first a further deferment period of 90 days will be required.

Is the benefit taxable?

Your monthly income protection benefit payments will normally be treated as taxable income. We recommend that you seek professional tax advice if you have any queries relating to the taxation of any benefit that is payable under Income Protection Insurance.

Any benefits payable under the policy shall be reduced by other disability income benefits or payments legally due or payable in terms of the Accident Compensation or Accident Insurance Act or amendments or other legislation.

If I am receiving an ACC benefit, can I also claim under Income Protection?

Any ACC benefit will be offset against your benefit under the Income Protection policy.

Are there any exclusions?

The current policy exclusions (at the time of writing) are listed below:

- normal pregnancy, uncomplicated childbirth or miscarriage; or
- active service in the armed forces of any country or international organisation; or
- any act of invasion or war, whether war is declared or not in which New Zealand Armed Forces are involved, or the Insured Member's country of residence (including temporary residence) is involved; or
- any intentional, self-inflicted Injury or Sickness, or any attempt at suicide or self-destruction while either sane or insane; or
- alcoholism, drug or substance abuse; or
- violation or attempted violation of the law or resistance to lawful arrest.

Will this insurance cover apply if I am outside New Zealand?

The insurer may agree to continue your cover if you are employed overseas for a period of up to 5 years. They may also agree to continue your cover during a period of leave without pay for travel, study, maternity leave, compassionate leave or extended leave. The insurer must agree to this extension of cover in writing before commencement of the period of leave.

Will I continue to be paid a benefit if I move overseas whilst I am claiming?

If you are receiving a benefit and are travelling or residing overseas the insurer must agree to continue your benefit during this period. The insurer may require you to return to New Zealand for treatment.

Personal advice

A member of the Willis Towers Watson team is available to provide assistance on request including a formal assessment of your personal life and disability insurance needs.

Termination or amendment of the plan

VMware intends to continue the Plan indefinitely, but must reserve the right to terminate or amend the Plan.

About Willis Towers Watson

Willis Towers Watson (NASDAQ: WLTW) is a leading global advisory, broking and solutions company that helps clients around the world turn risk into a path for growth. With roots dating to 1828, Willis Towers Watson has 39,000 employees in more than 120 countries. We design and deliver solutions that manage risk, optimize benefits, cultivate talent, and expand the power of capital to protect and strengthen institutions and individuals. Our unique perspective allows us to see the critical intersections between talent, assets and ideas – the dynamic formula that drives business performance. Together, we unlock potential. Learn more at willistowerswatson.com.