

## **Your pension during maternity leave**

This information is for members of the Diageo Lifestyle Plan who have started, or about to start, a period of maternity leave. It should be read in conjunction with the Company's maternity policy which you may have already received from your HR contact.

### **Will pension contributions still be deducted during my period of maternity leave?**

Assuming you'll receive maternity pay from the Company, you'll continue paying contributions at the rate of 6% of your (pensionable) maternity pay.

However, when your pay reduces below your normal level of pensionable pay, you'll only be required to pay contributions on your reduced pay. If your pay stops altogether, or if you're not entitled to maternity pay, you won't be required to pay any contributions during this part of your maternity leave.

### **Will my pensionable service build up during maternity leave?**

Assuming you return to work, you'll be credited with pensionable service for your entire period of maternity leave.

### **What happens if I don't return to work?**

Your pensionable service will stop at the end of the month when your contract of employment ends.

### **Where can I get further information?**

For more general information about maternity leave, you should read a copy of the Company's maternity leave policy available from your HR contact.

For more information about your pension, you can access the pensions website at [www.mydiageopension.com](http://www.mydiageopension.com)

In addition, you can contact the Pension Team in the following ways:

- By email to [pensions@diageo.com](mailto:pensions@diageo.com)
- By telephone 0131 519 2100
- In writing to Pension Team, Diageo plc, Edinburgh Park, 5 Lochside Way, Edinburgh, EH12 9DT