

**CISION CARES**

# **WELLNESS DAYS 2023**

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At Cision, we provide company-wide Wellness Days so you can prioritize personal health and well-being.

**CISION**



# Wellness Days

## 2023

### What is a Wellness Day?

Wellness Days are global company-wide days off during which employees are encouraged to focus on their mental health and well-being. They allow everyone the opportunity to slow down, reset, and recharge.

Wellness Days are beneficial not just for the people who work at Cision, but for the company as a whole. Being specifically geared towards stress relief and burnout prevention, they result in long-term productivity, among other benefits.

### Cision and Well-Being

Cision is committed to investing in and supporting your mental and overall well-being needs. As part of our investment in your health, we offer a subscription to Headspace. You also have access to our Employee Assistance Program (EAP).

### Wellness Days 2023

Cision is offering two company-wide Wellness Days in 2023, providing an opportunity to log off and take time to focus on mental health and well-being. There is no need to track these as holidays in the system. We encourage everyone at Cision to utilize at least one of the resources at their disposal, such as using the Headspace app, booking a session with a professional through the EAP, watching our wellness webinars, or reviewing our Well-Being Guide. The benefit of aligning the Wellness Day globally through a company-wide shutdown is that you won't come back to busy inboxes and Teams messages.

**Day 1:** May 19 - to coincide with World Mental Health Awareness Month

**Day 2:** October 6 - to coincide with World Mental Health Day on October 10

### Frequently Asked Questions

**Q. Who is this initiative for?**

A. All Cision and Brandwatch employees in all locations.

**Q. What if I already booked vacation during the wellness days?**

A. If you have already booked paid time off during these days, please cancel the request. You will then be able to use that PTO day at another time in the year.

**Q. My team works in shifts. What if I am working on a Wellness Day?**

A. Please align with your manager to identify an alternative day you will take off instead of the scheduled Wellness Day.

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### Frequently Asked Questions

**Q. Are contractors eligible?**

A. Wellness Days are company-wide days off for our employee population. Independent contractors, who are working directly for Cision, are not expected to work on Wellness Days, but may not count the day as a billable day. Contractors engaged with us via a 3rd party firm should maintain the work schedule aligned with their contracted schedule.

**Q. Are Wellness Days transferable?**

A. The wellness days are pre-planned company-wide events, and they are not transferable. The exception to this is if your position requires you to be working during this time, in which case you will be able to take an alternate day off in lieu, but it must be pre-approved by your manager.

**Q. What if I am a part-time employee and I don't work on the Wellness Days as per my schedule?**

A. If a Wellness Day falls on a day you are not scheduled to work, please talk to your manager and choose another suitable day when you can enjoy your Wellness Day off.

**Q. What if I am on maternity/parental leave when a Wellness Day takes place?**

A. If you are on maternity or parental leave, you may take a missed Wellness Day off when you return to work. Please note that you will need to take the Wellness Day in the same calendar year in which it was offered; ie, 2023 Wellness Days must be taken in 2023.

**Q. Can I opt-out of the initiative?**

A. We strongly encourage everyone to participate. If you choose to opt-out, please make sure to discuss with your manager.

**Q. Will I get financial compensation if I opt-out of the initiative?**

A. No, Wellness Days are not able to be transferred to financial compensation.

Taking time off to recharge and rejuvenate is essential for maintaining a healthy work-life balance and achieving long-term success in both your personal and professional life. We hope you enjoy the benefits of time away from work.