



OUR REWARDS AND BENEFITS

At Descartes we have strong values and a clear vision for your future. We offer comprehensive benefits and competitive salaries.

Our benefits program is designed to provide employees and their dependents with support in maintaining health and financial protection. Our program includes but is not limited to:

Statutory Compensation and Benefits

Descartes Systems adheres to the Labor Code of the Philippines, which outlines employment practices and labor relations, including various benefits such as but not limited to:

- Above minimum wage
- Social security, PhilHealth and HDMF (Pag-IBIG Fund) contributions
- Mandatory leave pays
- 13th-month pay
- Statutory holiday (Declared by law or official proclamation)

Additionally, employees are entitled to premium pay or additional compensation for special work conditions, which include:

- Overtime pays
- Night differential
- Holiday duty pays

Vacation Leave

Employees are entitled to eight (8) working days of vacation starting from their first year of service, increasing to a maximum of twelve (12) working days in subsequent years of continuous employment.

Sick Leave

Employees are entitled to eight (8) days of sick leave starting from their first year, which increases to a maximum of twelve (12) days in subsequent years of continuous service

Maternity Leave

According to Philippine law, female employees are entitled to maternity leave benefits as mandated by the Social Security System (SSS), provided they meet the necessary requirements and conditions.

Paternity Leave

Employees are entitled to seven days of paternity leave for their partner's or wife's first four pregnancies. This leave can only be requested if the employee is living with their spouse or partner at the time of delivery or miscarriage. Additionally, the request for paternity leave must be submitted within a reasonable timeframe.

Solo Parent Leave

Solo parents are entitled to seven (7) days of paid parental leave annually under the Expanded Solo Parents' Welfare Act (RA 11861). To qualify, employees must have at least six months of service and present a valid Solo Parent ID issued by the local government. This leave is intended to help solo parents attend to personal, educational, medical, and other needs of their children. Solo parents may include not only single mothers or fathers but also grandparents, legal guardians, and pregnant women who provide sole care and support to a child. This leave is separate from other statutory leave benefits.

Gynecological Surgery Leave

Women who have been with the company for at least six months can receive up to two months of fully paid leave for gynaecological surgery. Granted in accordance with Republic Act No. 9710 (Magna Carta of Women), Section 18; Department of Labor and Employment (DOLE) Department Order.

Emergency Leave

Employees are entitled to five days of personal emergency leave each calendar year. This leave may be utilized in circumstances involving the death, illness, injury, medical emergency, catastrophe, or other urgent matters concerning an immediate family member. An urgent matter is defined as an unforeseen situation beyond the employee's control that may lead to significant negative consequences, such as emotional distress, if not promptly addressed.

13th Month Pay

All employees are eligible to receive the 13th Month Pay, as mandated by law. This benefit applies to all individuals who have worked for at least one month during the calendar year, regardless of their employment status, whether it is regular, probationary, or fixed term.

The 13th Month Pay is calculated as one-twelfth (1/12) of an employee's total basic salary earned within a calendar year. It is paid on or before December 24. This payment is tax-exempt up to ₱90,000, meaning any amount above this limit is subject to income tax based on the employee's applicable tax bracket.

Retirement Pay

Employees who retire from the company are entitled to retirement pay. This retirement benefit is equivalent to one month's compensation for every year of service, provided the employee is at least 60 years old and has served the company for at least five years.

Additional Standard Employee Benefits Include (upon regularization):

- HMO (health insurance with 2 free qualified dependent)
- Group life insurance
- Non-taxable allowances (subject to employees' excellent individual performance) for examples:
 - Meal Allowance
 - Rice Subsidy
 - Tuition Subsidy
 - Medical Cash Allowance
 - Uniforms and Clothing Allowance
 - Laundry Allowance
- Pension Plan (Contingent upon meeting eligibility requirements)

Career development with opportunities for advancement:

It takes all kinds of people with different skill levels to run a company as diverse as ours. For us to remain competitive, continuous improvement is needed by learning new skills or improving the skills you already have. You have your own career path, and we provide a variety of opportunities to help develop your skills as you advance

Referral Bonus

An employee referral bonus is offered to employees who successfully refer a candidate that is hired and successfully completes probationary period.

Work life balance

We offer a healthy, safe and flexible workplace that supports a balanced lifestyle by offering:

- Flexible Schedules
- Work From Home or one of our offices
- Business casual work environment
- Annual Team Event (for team collaboration and engagement)

Diversity & Inclusion

Our employees come from many different backgrounds, and we pride ourselves on that. No matter your gender, ethnicity, age or life experiences we believe that everyone has the right to be treated fairly and equally.