

Citibank



**For immediate release**  
**Citigroup Inc. (NYSE symbol: C)**  
**July 1, 2008**

### **Citibank Awarded “Best Flexible Work Practices”**

*Comprehensive family-friendly employment policies and practices  
enable Citibankers to enjoy a balanced life*

(Hong Kong) Citibank is proud to announce that it has won the “Best Flexible Work Practices” category in the Hong Kong HR Awards 2008. This honor underscores Citibank’s commitment to enhancing work/life balance and promoting loyalty among staff members in Hong Kong via its Flexible Work Strategy. This strategy is part of Citibank’s Family-friendly Employment Policies and Practices that aims at helping employees manage their family responsibilities and cope with changing circumstances and needs at different stages of their lives by offering more choice of flexible and alternative work arrangements and support to employees.

Ms. Maisie Lam, Director of Human Resources, Citibank Global Consumer Group, said “We are very proud to have received this recognition for our Flexible Work Strategy, which offers comprehensive flexible work arrangements for our employees. This recognition is a true manifestation that this strategy is one of the best in the market and really differentiates Citibank as an employer of choice.”

Citibank, the retail business of Citi, adopts a Flexible Work Strategy composed of a series of programs and special arrangements that enable employees and managers to consider different ways on how, where and when work can be accomplished. Specific programs and arrangements include:

- **Flextime** – Rearrange the start and end time of workdays while keeping the same number of work hours per day.
- **Remote Work** – Perform full-time job responsibilities from a location outside the primary work site, usually at home or in a satellite office.
- **Compressed Workweek** – Compress a full-time workload into fewer than five days per week or fewer than 10 days in two weeks.

- **Job Sharing** – Share the responsibilities of a full-time position between two employees.
- **Part-time or Reduced Schedule** – Decrease work hours and reduce the workload and/or responsibilities accordingly.
- **Leave of Absence** – Take up to two years of no-pay leave depending on personal needs.

As this series of flexible work programs is a long-term job arrangement that not every staff member can enjoy immediately, in 2007, Citibank launched another flexible work arrangement – **Flexi-Day**. With Flexi-Day, staff can, once a month, choose to start and leave one hour earlier or one hour later, so that they can fulfill any personal needs or family responsibilities. This Flexi-Day program was voted as one of the most favorite staff programs in 2007 with almost 100% staff participation rate. In view of the success of this program, Citibank extends Flexi-Day to twice a month for every staff member starting June 2008.

Ms. Lam continued, “Citibank adopts an innovative approach to how and when work is accomplished, enabling employees to realize personal objectives without affecting their careers, their colleagues’ effectiveness, or business outcomes. We strongly support Citibankers to make use of these programs and strike a healthy balance between work and personal life.”

The Hong Kong HR Awards recognize and celebrate excellence across the entire spectrum of HR, with 15 organizational and individual categories. The “Best Flexible Work Practices” award recognizes organizations that have demonstrated an exemplary commitment towards assisting their employees achieve a flexible work environment and have proven themselves to be leaders in the field of implementing feasible and practical policies to work and family/life balance issues.

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#### **About Citi**

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