## Employee Benefit Highlights

### 2021

<table>
<thead>
<tr>
<th>FULL-TIME SALARIED</th>
<th>PART-TIME SALARIED</th>
<th>WAGE</th>
<th>BENEFIT</th>
<th>SUMMARY</th>
</tr>
</thead>
</table>
| ☑                  | ☑                  |      | Retirement | - The VRS Hybrid Retirement Plan combines the features of a defined benefit plan and a defined contribution plan  
- Membership eligibility effective the first day of employment  
- Employee contributes 5% pre-tax  
- Eligible for an unreduced retirement benefit when reach normal Social Security retirement age and have at least five years of service credit or when age and service equal 90 |
| ☑                  | ☑                  |      | Health Insurance Retiree Premium Credit | - Employees with 15 or more years of service are eligible for health credit to assist with the cost of the health insurance premium upon retirement  
- The credit is $4.00 for each year of service |
| ☑                  | ☑                  |      | Group Life Insurance | - Membership eligibility effective the first day of employment  
- Two kinds of insurance during active employment - life insurance and accidental death and dismemberment benefits are:  
  - Group life insurance without a medical examination  
  - Natural death benefits  
  - Double indemnity for accidental death; and  
  - Dismemberment payments for accidental loss of one or more limbs or eyesight  
  - Basic group life is equal to employee's annual salary rounded to the next highest thousand, and then doubled. (Ex. $25,200, rounded to $26,000, and doubled to $52,000 for natural death. This is doubled to $104,000 for accidental death)  
  - Value of group life insurance goes up with salary increases  
  - Life insurance coverage continues at no cost to employee upon retirement. Reduces 25% each year on January 1 after the first full year of retirement until it reaches 25% of the insurance amount at retirement |
| ☑                  | ☑                  |      | VRS Optional Life Insurance | - Employees can purchase additional life insurance for self, spouse and/or children at group rates |
| ☑                  | ☑                  | ☑    | Deferred Compensation | - 457 Plan (Public)  
- Allows employee to defer taxes on contributions and earnings until withdrawn at retirement or termination  
- Eligibility (optional) upon employment  
- Minimum contribution - $10.00 per pay period  
- Maximum limit is 100% of employee's includable compensation or $19,500, whichever is less, per calendar year |
| ☑                  | ☑                  |      | Cash Match Deferred Compensation | - Employer contributes 50% match, up to $20 per pay period  
- 401A Plan |
## Virginia Sickness and Disability Program (VSDP)
- 8 – 10 days sick leave per year
- 4 – 5 days family/personal leave per year
- No carryover
- Eligible for work-related disabilities from your first day of employment. Eligible for non-work related disabilities after one year of continuous employment at 60% income replacement. After 5 years, from 60 - 100% income replacement
- 60% income replacement under long-term disability after one year of continuous service

## Annual Leave
<table>
<thead>
<tr>
<th>Years of Service</th>
<th>Hours earned</th>
<th>Maximum Semi-monthly</th>
<th>Carryover</th>
<th>Maximum Payable</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 4 years</td>
<td>4 hours</td>
<td>192 hours (24 days)</td>
<td>192 hours</td>
<td></td>
</tr>
<tr>
<td>5 - 9 years</td>
<td>5 hours</td>
<td>240 hours (30 days)</td>
<td>240 hours</td>
<td></td>
</tr>
<tr>
<td>10 - 14 years</td>
<td>6 hours</td>
<td>288 hours (36 days)</td>
<td>288 hours</td>
<td></td>
</tr>
<tr>
<td>15 - 19 years</td>
<td>7 hours</td>
<td>336 hours (42 days)</td>
<td>336 hours</td>
<td></td>
</tr>
<tr>
<td>20 - 24 years</td>
<td>8 hours</td>
<td>384 hours (48 days)</td>
<td>336 hours</td>
<td></td>
</tr>
<tr>
<td>25 or more years</td>
<td>9 hours</td>
<td>432 hours (54 days)</td>
<td>336 hours</td>
<td></td>
</tr>
</tbody>
</table>
- Balances up to maximum payable - paid upon resignation or retirement

## Holidays Paid
- New Year’s Day
- Martin Luther King Day
- George Washington Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Columbus Day
- Election Day
- Veterans Day
- Thanksgiving Day
- The day after Thanksgiving Day
- Christmas Day
- Any other days designed by the Governor or the President of the United States

## Military Leave
- Fifteen days of paid military leave for active and reserve duty per federal fiscal year

## Community Service
- Sixteen hours per calendar year to participate in children’s school K-12 activities (e.g. parent/teacher’s meeting) or community service activities

## Parental Leave
- Employees eligible under the Family & Medical Leave Act may take up to 320 hours following the birth of newborn or placement of a new child under 18 for adoption
# Employee Benefit Highlights

## 2021

<table>
<thead>
<tr>
<th>FULL-TIME SALARIED</th>
<th>PART-TIME SALARIED</th>
<th>WAGE</th>
<th>BENEFIT</th>
<th>SUMMARY</th>
</tr>
</thead>
</table>
| ✓                  | ✓                  |      | Health Care ▪ Eligibility is the first of the month  
▪ PPO and HMO’s (Northern Virginia only) plan options offered  
▪ Each plan provides hospitalization, medical, surgical, outpatient, prescription drug, and major medical coverage  
▪ Single, Employee+One, or Family coverage available  
▪ VEDP contributes a monthly amount for employee's health insurance  
▪ Employee shares cost of plan with state  
▪ Pay employee contribution with pre-tax dollars |
| ✓                  | ✓                  |      | Medical Reimbursement Accounts ▪ Allows employees to pay for out-of-pocket medical, dental and vision care expenses with pre-tax dollars up to a maximum of $2,700 per calendar year  
▪ Eligibility the first of the month following employment |
| ✓                  | ✓                  |      | Dependent Care Reimbursement Account ▪ Allows employees to pay dependent care expenses for children, spouse or a parent living in the household with pre-taxed dollars up to a maximum of $5,000 per calendar year  
▪ Eligibility the first of the month following employment |
| ✓                  | ✓                  |      | Long-Term Care ▪ Eligibility the first of the month following employment  
▪ $96/day for up to a maximum lifetime benefit of $70,080 for VSDP participants |
| ✓                  | ✓                  | ✓    | Network Services Provider ▪ Optional insurance paid by employee through payroll deduction |