



**TRICO Companies, LLC**  
**Non-Union Foreman and Lead Employee Benefits**  
**2020 - 2021**

**Medical:**

On the first day of the month following the month of hire, the full-time employee is eligible to enroll in the company's health care plan. The company pays 100% of the health care premium for Non-Union Foreman and Lead employees and 90% for spouse and eligible dependents. If you would like a lower deductible option, you pay the difference and please see the Benefit Selection/Compensation Reduction Form for cost information.

Please contact our MCM AssuredPartners Employee Service Center, (206) 748-9578 or toll-free at (855) 877-4726 or via email at: [mcm.TRICO@assuredpartners.com](mailto:mcm.TRICO@assuredpartners.com) for any questions you may have.

**\*If you elect to enroll, you must enroll within 30 days of hire or have to wait until the next enrollment period for TRICO medical benefits and you will need to sign a Waiver of Coverage form.**

**Long Term Disability (LTD), Life & Accidental Death & Dismemberment (AD&D) - need to be enrolled in Medical Program:**

TRICO provides LTD, Life and AD&D for all Non-Union Foreman and Lead employees eligible to be enrolled in the Medical Plan. Also, TRICO's current benefit plan includes \$15k of Life Insurance and \$15k of AD&D Insurance. There is an option to 'buy up' and please see the 'LifeMap' forms in your Employee Benefit Guide for further information on the these benefits.

**Stipend:**

After 3 months of service, **the company will allow the employee to submit documented medical, dental or vision expenses up to \$1,000 per calendar year for the employee and/or their spouse and dependents. The allowance will be added to your gross compensation.**

**Dental & Vision:**

TRICO offers the option to enroll in a Delta Dental Insurance Plan and this is in addition to anyone interested in supplementing their current \$1,000 stipend. Please see the 'Delta Dental Benefit Summary' and the 'Benefit Selection Form' for further details.

The company provides vision benefits through the VSP Choice Network in the medical program and through LifeMap. Please see the 'Enrollment Process' and 'Vision Benefits' in your Employee Benefit Guide for additional information.

**Wellness Program:**

TRICO has a corporate membership agreement with both Riverside Health Club and the YMCA. If you elect to enroll in the Riverside Health Club, you will receive a 25% discount on the monthly membership. In addition, if you choose to participate within the first month of employment at TRICO, the annual enrollment fee will be waived. If you elect to enroll in the YMCA, you will receive a 10%



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discount. If you elect to enroll in one or both, TRICO will contribute \$20 each month and the monthly fee for both memberships will be deducted out of your first paycheck of the month.

**PTO (Paid Time Off):**

PTO is accrued at the rate of 3.33 hours per month beginning the first month of employment at TRICO and a total of five (5) days are accrued on an annual basis. PTO is to be used for vacation, sickness and for any other personal leave. **Accrued PTO is available for use 3 months after date of hire unless otherwise approved by a supervisor.** Employees may carry over a maximum of five (5) days of earned PTO at the end of each calendar year. If an employee separates from TRICO, they will receive payout of their accrued leave up to a maximum of 40 hours.

**Paid Sick Leave:**

Paid Sick Leave is accrued at the rate of one (1) hour for every 40 hours worked and it begins accumulating at the start of employment. Employees are eligible to use accrued paid sick leave 90 calendar days after the start of employment. There is no cap on the number of paid sick leave hours that may be accrued in a calendar year. Please see the Employee Paid Sick Leave Notification and Paid Sick Leave Policy for additional details.

**Retirement Plan:**

To be eligible for TRICO's 401k Plan, an employee must be age 18 or older, and must not be covered by a collective bargaining agreement nor be a nonresident alien, nor become an employee as the result of a merger or acquisition. Eligible employees must meet the Plan's Service Requirement before they can enroll. In order to participate in the Plan, an employee must have six (6) months of service and entry dates are January 1, April 1, July 2 or October 1 after meeting eligibility. TRICO matches the first 3% employee salary deferral dollar for dollar and the next 2% at 50 cents on the dollar for a maximum match of 4% for employees deferring 5% or more. **Employer matching contributions are 100% vested immediately.**

**Office Operations:**

TRICO may not be operating during specific times throughout the year; therefore, the following days may be time off without compensation: Memorial Day, Independence Day (July 5<sup>th</sup> this year), Labor Day, Thanksgiving Day and the Friday after, December 23<sup>rd</sup>, December 24<sup>th</sup>, New Year's Eve and New Year's Day. Should the holiday fall on a weekend, the holiday will be observed on the workday closest to the holiday.

***\* Please note: TRICO reserves the right to modify benefits at any time.***