

Your future

so
sodexo

Living and Rewarding

For Your Health	<ul style="list-style-type: none">● Medical Benefits● Dental Plan● Vision Plan
For Your Financial Well-being	<ul style="list-style-type: none">● Disability● Life Insurance● Flexible Spending Accounts - HCSA/FCSA● 401(k) Savings Plan● Employee Stock Purchase Plan● Savings Bonds● Credit Union● Direct Deposit
For Your Time Off	<ul style="list-style-type: none">● Vacation● Sick Leave● Other Time Off
For Your Personal Life	<ul style="list-style-type: none">● LifeWorks● Tuition Reimbursement● Service Awards● Employee Discounts

Sodexo team members make significant contributions that improve the quality of daily life for our clients, customers and in the communities we serve. In return, Sodexo is committed to caring for our employees in the same way that we care about our clients.

Our goal is to improve the quality of everyday life of our employees now and into the future. We strive to provide a robust and generous benefits package that is designed to offer provisions for protection, professional development and personal time, as well as programs which allow employees to share in the success of the company.

We recognize that each employee is an individual with individual needs, life stages, and interests. Our benefits package was created with the flexibility to support employees who are at different places in their lives and careers. In total, you will have what you need to make the most of both your work and personal life—and discover a healthy balance between the two.

This publication provides a general overview of the benefits package provided to eligible employees at Sodexo. Employees subject to a collective bargaining agreement are not entitled to receive these benefits unless specifically provided for in the collective bargaining agreement. Employees in the state of Hawaii are not eligible for most standard company medical plans but may be eligible for state specific medical plans. Also, some benefits listed here may not apply to employees in Puerto Rico and Guam. The benefits, terms, and conditions described above are not subject to change without the prior approval of the Benefits Department. Certain benefits are described in greater detail in their respective Summary Plan Descriptions.

Benefits At-A-Glance

For Your Health

Benefit	Description
Medical	<ul style="list-style-type: none"> ● PPO Plan – A Preferred Provider Organization (PPO) that gives you the flexibility of using in-network or out-of-network providers. The PPO is available to eligible employees who live in the continental United States, Puerto Rico, and Guam. Employees also have the option of “buying up” additional PPO coverage. ● PPP – A Preferred Provider Plan (PPP) that gives you the flexibility of using in-network or out-of-network providers. The PPP is only available to eligible employees who live in Hawaii. ● HMO – A Health Maintenance Organization (HMO) where you may choose a Primary Care Physician (PCP) to manage your care. HMOs are available in many areas across the continental United States and Hawaii. ● Definity Health – A “consumer-driven” plan that gives you increased involvement and flexibility in how your benefit dollars are spent. Definity Health Plan is only available to eligible employees in the continental United States. ● Basic Net (also known as the Aetna Affordable Health Choices® limited benefits insurance plan) – A minimum medical coverage plan. The Basic Net Plan is available to eligible employees who live in the continental United States and Puerto Rico.
Dental	Sodexo’s Dental Plan helps pay for the costs of preventive care and other dental services for you and your enrolled dependents.
EyeMed Select Vision Care Plan	The Sodexo Vision Plan helps pay for the costs of eye exams, eye glasses or contacts, and other vision services for you and your enrolled dependents.
EyeMed Vision Care Discount Program	Employees and family members are automatically enrolled. Discount program that provides you and your family members discounts off the retail price on eye exams, materials, and lens options. This plan is provided at no cost to you.

For Your Financial Well-being

Benefits may be reduced or unavailable in certain areas.

Benefit	Description
Disability Plus	For employees eligible for salaried benefits. You are paid 50% of your weekly base salary if you are unable to work because of a disability. Benefits begin after you’ve been disabled for 7 consecutive days. You must enroll in Long Term Disability to participate in Disability Plus.
Long Term Disability (LTD)	For employees eligible for salaried benefits. You are paid up to 60% of your base salary if you are unable to work because of a disability. Benefits begin after you’ve been disabled for 30 consecutive days.

For Your Financial Well-being *continued*

Benefit	Description
Accidental Death and Dismemberment (AD&D)	Pays you or your beneficiary money if you (or a covered dependent) die accidentally. It also pays a benefit to you if you lose eyesight, speech and hearing, use of limbs, or you become comatose because of an accident. You can select coverage for your eligible dependents.
Business Travel Accident (BTA)	Employees eligible for salaried benefits are automatically enrolled. You or your beneficiary receives money in the event of accidental death, dismemberment, or other losses while traveling on company business. This coverage is provided at no cost to you.
Free Basic Life Insurance (FBL)	Full-time employees are automatically enrolled. Free Basic Life pays your beneficiary if you die. This plan is provided at no cost to you.
Group Term Life Insurance (GTL)	GTL pays money to your beneficiary if you die. You can choose 1, 2, 3, or 4 times your annual base pay (not including tips, bonuses, overtime, premiums, or commissions). You may also enroll your legal spouse or domestic partner at 50% of your coverage, up to \$100,000.
Survivor Income Protection (SIP)	For employees eligible for salaried benefits. Your beneficiary is paid your annual base salary (not including tips, bonuses, overtime, or premiums) for 1, 2, or 3 years after your death.
Hourly Short Term Disability (HSTD)	For full-time, non-temporary, frontline employees. You are paid a maximum weekly benefit of \$150, \$200, or \$250. Benefits begin after you've been disabled for 7 consecutive days.
Hourly Long Term Disability (HLTD)	For full-time, non-temporary, frontline employees. You are paid 50% of your annual base salary if you are unable to work because of a disability. Benefits begin after you've been disabled for 26 weeks.
Family Care Spending Account	Set aside money from your paycheck before taxes are taken out to help pay for eligible dependent care expenses, like day care or elder care.
Health Care Spending Account	Set aside money from your paycheck before taxes are taken out to help pay for eligible health care expenses that are not already covered by your medical, dental, or vision plans like office copays and deductibles. You can only enroll during Annual Enrollment.
401(k) Savings Plan	Save for retirement by setting aside 1–25% of your pay. Sodexo may add to your savings each year. The Savings Plan is available after 1 year of service if you have completed 1,000 hours of service within that year and are age 21 or over.
Employee Stock Purchase Plan	Through after-tax paycheck deductions, you can purchase shares of Sodexo at a 10% discount. To be eligible, you must be on the payroll on or before the first day of the enrollment period. The enrollment period is held once a year from August 1 –August 31.
Savings Bonds	Purchase Series I and EE U.S. Savings Bonds through paycheck deductions.
Credit Union	MEFCU offers you and the members of your household many financial products and services.
Direct Deposit	Deposit your paycheck directly into your personal savings, checking, or investment accounts.

For Your Time Off

Benefit	Description
Time Off	You may earn vacation, personal, and sick leave. Specifics on eligibility, amount, and type of leave available are set by your workplace.
Other Time Off Benefits	<p>Holidays - Varies by unit</p> <p>Funeral Leave - Up to 3 days of paid funeral leave following the death of an immediate family member, which includes your parents, parents of your spouse or domestic partner, step-parents, your children, step-children, domestic partner's children, grandparents, legal guardian, siblings, spouse, or domestic partner.</p> <p>Jury Duty - If you have jury duty during your regularly scheduled work hours, you will receive your normal daily pay and any payment received from the court for up to 4 weeks</p> <p>Family Medical Leave Act (FMLA), FMLA-like, or Military Leave - Contact your HR Representative for more information. Adoption follows FMLA guidelines.</p>

For Your Personal Life

Benefit	Description
Work/Life Program	LifeWorks - All full-time frontline, non-union, and salaried employees and their family members are automatically enrolled. A program which provides information, education, and support for personal and work-related concerns such as child care, elder care, parenting, legal and budgeting issues.
Employee Discounts	Several discounts are negotiated and offered to Sodexo employees. Some examples include discounts for cell phones, computers, rental cars, tax services, mortgage loans, flowers, paint, and vision. LifeWorks also offers a discount program with a wide variety of products and services from over 200 favorite brands, ranging from electronics to floral delivery to travel. Save up to 60% on these products and services.
Educational Assistance	Tuition reimbursement for pre-approved courses. Varies by workplace.
Service Awards Program	Awards for completing 5 years of service or more.