

CDP BENEFITS

We are pleased to provide the following information which summarizes the benefits given to all employees.

HOLIDAY ALLOWANCE	<p>Paid Time Off (PTO): 15 days holiday. In the first year this will be proportional to the number of months employed. 1 extra day of PTO will be given for each year of employment, and will be added at each year's anniversary to a maximum of 23 days in total</p> <p>In addition, we offer an additional 10 day's paid time off for Federal holidays.</p>
401k PLAN	<p>CDP Inc will match up to 6% of base salary to a Tax Deferred Savings Plan/401K Plan. The plan is administered through TransAmerica. This benefit is available after the successful completion of 3 months service.</p> <p><i>This benefit is managed through our payroll provider TriNet.</i></p>
PRIVATE HEALTH INSURANCE	<p>Employees are offered a selection of health insurance plans from BlueCross BlueShield, dental insurance plans from Delta, Aetna or MetLife, and vision insurance from Aetna. CDP contributes an amount towards the monthly deductible (the exact amount is dependent on employee level). Immediately available.</p> <p>The level of CDP contribution is detailed in your offer letter.</p> <p><i>This benefit is managed through our payroll provider TriNet and the premium is paid direct to the provider. No cash alternative will be given if you choose not to use the benefit.</i></p>
LIFE INSURANCE	<p>We will contribute up to \$10 per month to life insurance. Immediately available.</p> <p><i>This benefit is managed through our payroll provider TriNet.</i></p>
BONUS	<p>We offer a discretionary company bonus scheme where a discretionary % of group profits are shared by all employees in proportion to their salary within the financial year.</p>
SICK PAY	<p>Two weeks full pay (80 hours), after the successful completion of 3 months service.</p>
TRAINING & DEVELOPMENT	<p>CDP offers training and development opportunities to all employees.</p>
EDUCATIONAL ASSISTANCE - TUITION FEES	<p>We offer an educational assistance package for tuition fees of up to \$5,250 through an accredited program.</p> <p>With half of the fees paid upon commencement of the course and the second half paid after the successful completion of the course.</p>

	<p>Employees are eligible for this benefit once they have completed six months service with the Company. The Company at its absolute discretion reserves the right to amend the terms of this benefit.</p> <p>You must supply the HR team with a copy of your certificates upon completion of the course.</p>
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