## **EMPLOYEE BENEFITS SUMMARY 2024**

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Polar Dynamics Robotics, Inc.

Effective Date: January 1, 2024

### 1. INTRODUCTION

This Employee Benefits Summary ("Summary") describes the benefits available eligible employees of Polar Dynamics Robotics, Inc. ("Company") for the 20 calendar year. This document serves as a high-level overview and does not constitute the full plan documents or create any contractual rights.

## 1. Full-time employees working 30+ hours per week are eligible for all bene.

2. Part-time employees working 20-29 hours per week are eligible for pro-ra

3. Benefits eligibility begins on the first day of the month following date of h

## 3. HEALTH INSURANCE

1. Medical Coverage

2. ELIGIBILITY

PPO Plan through Blue Cross Blue Shield
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HMO Plan through Kaiser Permanente
-
Company covers 80% of premium for employee coverage
-
Company covers 60% of premium for dependent coverage
-
Annual deductibles: \$1,500 (individual) / \$3,000 (family)
-
2. Dental Coverage
-
Delta Dental PPO Plan
-

Company covers 75% of premium
-
Annual maximum benefit: \$2,000
-
Orthodontia coverage up to \$1,500 lifetime
-
3. Vision Coverage
-
VSP Choice Plan
-
Company covers 75% of premium
-
Annual eye exam copay: \$10
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Frame allowance: \$175 every 24 months

## 4. RETIREMENT BENEFITS

1. 401(k) Plan

Automatic enrollment at 3% contribution

Company match: 100% of first 4% contributed

Immediate vesting of employee contributions

3-year graded vesting of employer match

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# Annual LRS contribution limits apply 2. Employee Stock Purchase Plan (ESPP) Semi-annual offering periods 15% discount on fair market value Maximum annual contribution: \$25,000

## 5. PAID TIME OFF AND LEAVE

6-month holding period required

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1. Vacation Time

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0-2 years: 15 days annually

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3-5 years: 20 days annually

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6+ years: 25 days annually

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Maximum accrual: 1.5x annual allowance

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2. Sick Leave

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10 days annually

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Unused sick leave rolls over

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Maximum bank: 30 days

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3. Other Paid Leave

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11 paid holidays annually

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3 personal days annually

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Bereavement leave: up to 5 days

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Jury duty leave: fully paid

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Military leave: as required by law

## 6. ADDITIONAL BENEFITS

1. Life and Disability Insurance

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Company-paid basic life insurance: 2x annual salary

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Optional supplemental life insurance available

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Short-term disability: 60% of salary up to 12 weeks

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Long-term disability: 60% of salary after 90 days

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2. Flexible Spending Accounts

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Healthcare FSA: \$3,050 annual maximum

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Dependent Care FSA: \$5,000 annual maximum

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Transit/Parking: IRS monthly limits apply

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3. Professional Development

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Annual training allowance: \$3,000

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Professional certification reimbursement

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Conference attendance support

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Professional membership dues coverage

## 7. SPECIAL PROGRAMS

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1. Wellness Benefits

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Annual fitness reimbursement: \$500

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Quarterly wellness challenges

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Mental health resources

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Telemedicine access

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2. Family Support

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Fertility treatment coverage: \$15,000 lifetime

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Adoption assistance: \$5,000 per adoption

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Parental leave: 12 weeks paid

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Backup childcare: 10 days annually

## 8. LEGAL DISCLAIMERS

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1. This Summary provides an overview of benefits and does not create any c

2. The Company reserves the right to modify, amend, or terminate any benef

3. In case of discrepancy between this Summary and official plan documents

## 9. CONTACT INFORMATION

Benefits Department

Polar Dynamics Robotics, Inc.

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Phone: (555) 123-4567

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