

You are valued as our employee.  
We want you to take advantage  
of all your entitled benefits.

**EXCELLENCE  
IS ALWAYS OUR GOAL**



### EXTRA ACTIVITIES

**Employee Events:** Fun entertainment hosted by Stevens for employees' families or adult guests to gather together outside of the company facilities.

**Job Well Done Recognition:** Gift certificates for meals when someone has went the extra mile.

**Dinners:** Cookouts and catered meals are often held for employee appreciation, holidays or fund drives.

**Years of Service Awards:** Receive awards or gifts as your years with the company build.

**Employee Contests:** Seasonal contests such as Halloween Costume Contest and NFL Football Pool with the chance to win gift cards or other prizes.

**Popcorn Pay Day:** Stop by the Employee Center for free all-you-can-eat popcorn each pay day!

At Stevens, we consider  
everyone as family.

We encourage a sense  
of ownership and  
want you to grow with us.

**WELCOME  
TO OUR TEAM!**

Overview of  
Employee Benefits

VISIT US AT:  
[WWW.STEVENSIND.COM](http://WWW.STEVENSIND.COM)



## RETIREMENT PLANS

**ESOP – EMPLOYEE STOCK OWNERSHIP PLAN**  
Company match through employee stock shares of 200% for first 3% contributed to your 401(k).

### 401(K) RETIREMENT PLAN

Contribute up to the maximum amount allowed by the IRS through pre-tax payroll deduction.  
Age 50+ can contribute an additional amount in catch up contributions.  
Rollover outside funds immediately.

### ROTH IRA

Pay taxes on contributions now and no taxes when the money is withdrawn at retirement age.



## WELLNESS BENEFITS

### STEVENS HEALTH CLINIC

- Convenient on-site clinic with appointments available weekly.
- Cost is \$10 on insurance plan; \$20 not on insurance plan

### HEALTH & WELLNESS FAIR

- Free wellness screenings
- Receive discounted medical plan premiums for participation screenings

### VIRTUAL CARE WITH BLUE CROSS BLUE SHIELD – MDLIVE.COM

- Receive medical care 24/7 through your phone, tablet or computer



## HEALTHCARE

### MEDICAL COVERAGE

- Two plans available (Traditional or H.S.A.)
- Free Employee-only H.S.A. plan
- Preventative wellness services paid at 100%
- Nationwide Network

### DENTAL COVERAGE

- Two plans available
- Preventative services paid at 100%

### LIFE INSURANCE

- Basic Life: Free \$15,000 policy for coverage of Life, Accidental Death & Dismemberment
- Voluntary Term Life: Guaranteed Issue amount up to \$250,000 (option to purchase additional coverage)

### VISION INSURANCE



## FLEXIBLE BENEFIT PLANS

### HEALTH SAVINGS ACCOUNT (H.S.A.)

\$520 company contribution annually into an H.S.A account for qualified participants.

Associates also have the option to make additional contributions to the account on a pre-tax basis.

### FLEXIBLE SPENDING ACCOUNTS (FSA)

Associates have the option to contribute to a medical or dependent care flexible spending account on a pre-tax basis for use toward health, dental & vision or child care expenses.



## TIME OFF BENEFITS

### PAID TIME OFF (PTO)

Earn time based on seniority. Associates earn up to 2 weeks in first year. 280 hours can carry over into new year. Time earned annually as follows:

Year 1-2 ..... up to 10 days	Year 12 ..... 18 days
Year 3-9 ..... up to 15 days	Year 13 ..... 19 days
Year 10..... 16 days	Year 14+ ..... 20 days
Year 11..... 17 days	

### PAID HOLIDAYS

New Year's Day, Good Friday, Memorial Day, July 4th, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve & Christmas Day.

### FUNERAL LEAVE

Up to 5 days of bereavement leave with pay.

### JURY DUTY PAY

Eligible for up to 30 non-consecutive days or two weeks consecutive days (less any reimbursement from courts).

### DISABILITY PAY

Short Term (STD): Eligible for 4 up to 24 weeks of pay at 2/3rds of base salary, starting at year 3.

Long Term (LTD): Up to 2/3rds of base pay after being disabled for six months.

### UNPAID LEAVE

Family Medical Leave (FMLA): Eligible for up to 12 weeks or unpaid leave annually. Leave may be taken to care for a new child, seriously ill spouse, child or parent, or for the associate's own serious health problem. May be required to use PTO and STD pay in conjunction with FMLA leave.

Victims Economic Safety and Security Act (VESSA): Eligible for up to 12 weeks of leave to care for themselves or a family member, who is the victim of domestic or sexual violence.

## INCOME & INCENTIVES

**WAGES:** Reviews annually in the Spring with performance increase. Earn an additional 10% shift premium for selected shifts.

**ANNUAL PROFIT SHARING BONUS:** Incentive Compensation Bonus Plan for eligible associates based on company profitability from the previous year.

## ADDITIONAL BENEFITS

**TUITION ASSISTANCE:** Full-time associates seeking to further their skills receive reimbursement for tuition costs. 50% of tuition cost is paid at beginning of the course, and remaining 50% paid at the conclusion. (Covers most courses related to your current position, or for work-related degrees to advance with the company.)

**SAFETY REWARDS & REIMBURSEMENTS:** Reimburse up to \$100 annually towards the purchase of Safety shoes, and up to \$50 annually towards prescription safety glasses.

**DISCOUNTED FITNESS CLUB MEMBERSHIP:** Eligible for reimbursement of up to \$240 annually for fitness club of choice.

### WEIGHT WATCHERS MEMBERSHIP

**REIMBURSEMENT:** Eligible for reimbursement of up to \$240 annually for attending meetings.

**4 DAY WORK WEEK:** Enjoy a 4 day work week to guarantee weekends & more time with those you love. (Production only)