



Overview of Benefits – 2025

Paid Time Off

Paid Time Off is accrued at the rate of 13% of hours worked. For a typical full-time employee this amounts to approximately 6 weeks (30 days) based on a year of 52 weeks and 40 hours per week. Working additional hours and/or not taking the full 6 weeks off in any year will result in additional leave accrued. 240-hour carry-over limit from year-to-year.

Retirement

15% automatic company 401k contribution (3% safe harbor and 12% profit sharing / company discretionary).

Pre-tax and Roth 401k contributions are available

No vesting

Deposited every payroll

All IRS rules and regulations are enforced

Paid Time Off and Retirement Flexibility

We also offer the flexibility to adjust PTO and 401(k) contributions for employees. For those who want more leave or a larger 401(k) contribution, we can increase these benefits. Conversely, for those who prefer a higher salary, we can decrease leave or 401(k) contributions. Any adjustments will result in appropriate offset of pay rate.

Health Insurance

Medical, dental and vision insurance available with significant company contribution

Medical insurance choices are:

CareFirst BlueChoice Advantage Platinum Plan, 0\$ Deductible (POS)

CareFirst BlueChoice Advantage High Deductible Plan with HSA, \$1,600/\$3,200 Deductible (POS)
company contributes ¼ of the deductible to the employee's HSA quarterly

Dental insurance: CareFirst BlueDental Plus

Vision insurance: CareFirst BlueVision Plus

Health Savings Account (HSA)

If the High Deductible plan is selected, the employee can contribute additional funds to the HSA up to the IRS HSA contribution limit

Flexible Spending Account (FSA)

Medical Flexible spending contribution limit is \$3,200 per year

Dependent Care Flexible spending contribution limit is \$5,000 per year (married couples filing jointly)

All IRS rules and regulations are enforced



Overview of Benefits – 2025

Flexible Schedule

Employees are paid an hourly rate. Flexible/alternate work schedules allowed as long as customer approves

Life Insurance

\$50,000 Life Insurance and \$50,000 AD&D, paid by company

Short Term Disability

Coverage of 60% of pay, up to \$1,000 per week, paid by company

Long Term Disability

Coverage of 60% of pay, up to \$6,000 per month, paid by company

Education and Training

Up to \$5,000 per any twelve-month period. This includes all costs associated with the training, the cost of the class, employee paid time to attend, travel, etc. Can be used for books and other training material, online courses, college courses, seminars, conferences, etc. Must be approved by management before any costs incurred or reservations made. Travel must adhere to the joint travel regulations, FAR, DFAR and DCAA regulations.

SSE Logo Apparel

\$100 per calendar year toward SSE logo apparel from Lands' End