

SDi



Benefits Guide - 2024

Insurance:

- Medical: we offer two plans through Cigna Health. Includes telehealth and prescription. **Benefits start first of the month after hire.**
- Dental: Cigna
- Vision: VSP Vision
- Other benefits from Cigna: voluntary benefits and short-term disability.
- Optum FSA & HSA with HSA bank
- Life and AD&D with NY Life
- Pet insurance
- Pre-paid legal plan
- Identity protection
- Long-term care (starting April 1, 2024)

Vacation Time:

- Full-time employees accrue 10 days in Year 1. Increases to 15 days after 5 years.
- Part-time employees also accrue vacation, according to hours worked.
- Unlimited paid time off (PTO) for Director roles and above.

Pay Schedule:

- Hourly Employees are paid weekly, on Friday.
- Salaried Employees are paid bi-weekly, on Friday.

Holidays:

We offer 12 paid holidays per year.

Wellness Time:

We all need to time off for a mental health day, to volunteer in the community, to go to our kid's soccer game, to take care of appointments, or whatever else you want to use this time for! We offer 48 hours per year.

401k Plan with a Company Match:

50% of the first 4% the employee contributes.

Life Assistance Program:

A free employee assistance program from NY Life.

Tuition Reimbursement:

Must have a 'C' or better grade for the course(s) to be eligible for reimbursement.

529 Plan for College:

Save money for your children's education!

Student Loan Repayment:

Employees who have worked for SDI for at least 1 year are eligible to cash in one (1) week of accrued vacation time per year toward repayment of student loans.

AblePay:

AblePay Health is a benefit offered at **NO-COST** to you by SDI, Inc. The program can save you up to 13% on your billed medical expenses and flexible payment terms up to a year. In addition, AblePay can help you if you ever have questions or concerns on a medical bill and enables you to manage your medical bills in one place online. Anyone at SDI can enroll, even if you don't have SDI health insurance.

Discounts and Tickets:

SDI has relationships with a few vendors who pass discounts on to our employees. Current discounts are provided by PerksatWork, TicketsatWork.com and American Heritage Credit Union.

Jury Duty and Bereavement Paid Time Off:

Details are in the employee handbook.

Pet Bereavement:

1 day paid time off for pet bereavement.

Personal Protective Equipment (PPE):

Most of SDI's sites require employees to wear safety attire, such as steel-toed shoes, ear plugs, and/or protective eyewear while in the customer location. For items that are not provided to the employee, SDI will reimburse employees up to \$100 once every two years for safety devices that are required in the normal course of performing job duties.

Incentives:

Having a Baby?

You'll choose from a list of gifts to make sure you get the gift that *YOU* want.

Employee Referral Incentive:

If SDI hires someone you refer, you will receive a gift card.

Sales Lead Generation:

- \$500 paid for each sales-qualified lead.
- Additional \$5,000 paid for each lead that turns into a signed contract.

Supply Chain Co-Op Lead Generation in 2023:

- \$1,000 paid for warm leads introduced to sales.
- \$5,000 paid for each lead that turns into a signed contract. Payment will only be made after SDI receives a signed agreement, the Customer Information Form, and additionally, the member must have made a purchase of at least \$1 through the Co-Op.

Care Packages:

Any employee can nominate any other employee to receive a small gift of appreciation or support or condolence. Some reasons to nominate a co-worker include but are not limited to:

- they have experienced a life difficulty, and you want to show some support (a fire, a death in the family, a significant illness, etc.).
- they went above and beyond on the job.
- they achieved something significant (graduation, citizenship, etc.).

Cigna Motivate Me:

Earn up to \$100 in gift cards by completing health assessments or visiting the doctor proactively (completing your annual physical or dental appointment). You can complete some health assessments on the Cigna app. Once completed and verified, you are awarded the money, and you select the store you want to receive a gift card from.

Field incentives

Best-in-Class (BIC) for Operations Employees:

The BIC audit process is designed to drive operational excellence and consistency across our organization.

Thanks for Working Safely Cards with Monthly Drawing:

Managers have cards that they can use to recognize you any time they catch you working safely. If you are awarded a card, you'll be entered into a drawing that month.

MR. O's Quarterly Safety Stars:

On a quarterly basis, HR will evaluate the sites and select the team that is MR. O's Quarterly Safety Star. This should be a team that has a strong culture of safety; safety is part of their work, not something special they do occasionally. It will be a team that participates in SDI's safety programs and completes the required classes and inspections and observations - all the actions that foster a safer work environment.

One team will win and become MR. O's Safety Stars for the quarter. That team will win a trophy, bragging rights, and lunch for the entire team. But all teams can be awarded a Gold, Silver, or Bronze Level Safety Program.