

Summary Of Employee Benefits for Candidates

ORNL recognizes that excellence in the performance of the Laboratory requires excellence in the performance of its people. UT-Battelle offers competitive pay and benefits programs designed to attract and retain people who share this commitment to excellence.

ORNL provides a comprehensive package of benefit choices that meet employees' financial security needs at an affordable cost for both the employee and employer. The programs described in this brochure are designed to promote and maintain good health, to provide for retirement, to help meet the cost of illness and accident, and to help provide financial security for employees and beneficiaries.

UT-Battelle pays the entire cost for some benefits, others require employee cost-sharing, and some are paid entirely by the employee. To the extent feasible, certain benefits are provided on a tax-favored basis.

This document is a high level summary and provides an overview of the complete benefits program at ORNL. ORNL Business Policies and the Summary Plan Description describe the program in greater detail. The provisions of the plan document for each of the various plans shall govern in the event of any conflict with the information provided in this document or in the Summary Plan Description.

Your rights and benefits under all benefit plans of the company are governed solely by the terms and conditions of the plans. The company may, at any time, amend, modify, suspend, or terminate any benefit program. The company may also reduce the company's contribution, or increase the employee's contribution, toward the cost of any benefit programs. The establishment of a benefit does not impose upon the company any contractual obligation to continue the benefit in the future.

March 1, 2012



401(k) Savings Plan

You are automatically enrolled in the pre-tax option of the plan:

- 3% of salary to the Moderate Asset Allocation Model
- Automatic increase of 1% every January until you reach 6%
- You may opt out of auto-enrollment and/or autoescalation
- You may contribute more (up to IRS limits)

A company match has been temporarily suspended, effective 12/1/2011. We intend to reinstate the match on January 1, 2013 by matching 50% of employee contributions up to 6% of salary, for a maximum 3% match. There will be a 3 year vesting period.

Savings Plan benefits include these options:

- Pre-tax, Roth 401(k), and after tax savings
- Risk-based Asset Allocation models
- Daily account valuation
- Automatic rebalancing and annual contribution increases
- Web-based investment education tools

You may save from 2.5% up to 75% of your eligible earnings through payroll deductions, subject to certain other limits. Persons above a certain compensation amount are called "highly compensated employees" and may only contribute up to 16% of eligible earnings, subject to certain other limits. Loan provisions are available.

Pension Plan

- 5 year vesting period
- You can retire with a full pension at age 65 or later, regardless of years of service
- You can retire with a reduced pension at age 50, with at least 10 years of service

Lifetime monthly payments based on your length of service and average monthly straight-time earnings during the final 3 years or the highest 3 calendar years of your final 10 years. The amount of your monthly pension will be the greater of:

1. 1.2% of your average straight-time monthly earnings (ASTME) times your company service (CS). $[(.012)(ASTME)(CS)]$

2. \$5 for each of your first 10 years of service plus \$7 for each of service years 11 through 20 plus \$9 for each year in excess of 20 years of service plus 10% of your average straight-time monthly earnings (if you have less than eight years of service, this will be reduced 1% a year for each year less than eight) plus \$18.

This plan includes Survivor Benefits if you die while employed and you have completed at least 10 years of service. If you are not eligible for a full pension or you elect continued payments to a survivor, the amount calculated by the pension formulas will be reduced.

January 1, 2013

Mandatory contributions

- 2% of earnings up to the maximum Social Security wage base for the year
- 4% of earnings above the maximum Social Security wage base

Medical Program (includes Vision and Prescription Drugs)

The company and you share the cost of coverage.

You may enroll within 30 days of your hire date for coverage as of the first day you are actively at work, or during annual Open Enrollment. No exclusions for preexisting conditions.

The CIGNA Open Access and CIGNA Point of Service Plans are available. Both plans utilize the CIGNA Tennessee Seamless Network of Providers, and offer disease management services by Optimal Health for individuals with certain chronic health conditions. Vision is provided by VSP. Prescription Drug coverage is by Medco. Review each plan to determine the best way to meet your health care needs. In the event you reside outside of a CIGNA network area, an Indemnity Plan is available.

January 1, 2013

New POS Plan:

- Co-pays will increase from \$10 to \$20 for a primary care visit and \$35 for a specialist visit.
- A \$250 co-pay will apply to inpatient care.
- The co-pay for an emergency room visit will increase from \$50 to \$75.
- Prescription Drug benefit will have 30% co-insurance, with minimum & maximum payments
- Coverage will be available for domestic partners as defined by the Official Plan
- Document.
- Bariatric surgery will be a covered expense.
- Vision benefits will not change.

New HDHP Plan:

- A deductible of \$1,500 individual /\$3,000 family (medical and Rx combined)
- Out of pocket maximum: \$2,500 individual / \$5,000 family
- Office, hospital & ER visits covered at 90% after deductible is met
- Lower employee cost share resulting in lower premiums
- Health Savings Account (HSA) for health care expenses with employer contribution of \$250 individual / \$500 family
- Prescription Drug benefit will have 20% co-insurance, with minimum & maximum payments, after deductible is met
- Coverage will be available for domestic partners as defined by the Official Plan Document.
- Bariatric surgery will be a covered expense.
- Vision benefits will not change.

BENEFIT	WHO PAYS FOR IT?	WHEN ARE YOU ELIGIBLE?	WHAT DO YOU RECEIVE?
Basic Group Life	Company and you share the cost of coverage. The employee cost is \$0.195/\$1,000 per month.	You may enroll and start your coverage on the date you start work.	Basic Life Insurance coverage is two times your annual salary, rounded to the next higher \$1,000 if your pay is not an even multiple of \$1,000.
Supplemental Group Life	You pay the entire cost, based on your age.	You may enroll and start your coverage on the date you start work provided you enroll in basic life insurance.	Supplemental Life Insurance coverage is one to five times your annual salary, rounded to the next higher \$1,000 if your pay is not an even multiple of \$1,000. Maximum amount of coverage is \$500,000. Evidence of insurability may be required.
Dependent Group Life	You pay the entire cost, based on spouse's age for coverage on your spouse. The cost is \$0.72 per month for all your eligible children.	You may enroll and start their coverage on the date you start work provided you enroll in basic life insurance.	Dependent Spouse Life Insurance coverage is available in \$10,000 increments from \$10,000 to \$50,000. Dependent child coverage is \$10,000 per eligible child. Evidence of insurability may be required.
Special Accident	You pay the entire cost, based on coverage elected. Individual and family coverage are available.	You may enroll at any time. Your coverage begins the first of the month following your enrollment.	Benefit is payable in the event of an accident. Full or scheduled payment to you for certain loss of limbs or sight. If you are enrolled under the family plan, your spouse and dependent children will be insured for a percentage of your coverage. Maximum amount of coverage is \$500,000.
Business Travel Accident	Company	Date of employment.	In the event of your death while on business travel, an amount equal to four times your annual salary (maximum amount of coverage is \$500,000) will be paid to your Group Life insurance beneficiary, if any, or your Estate, unless you designate otherwise. This plan also provides for disability or dismemberment benefits.
Dental Program	Company and you share the cost of coverage.	You may enroll within 30 days of your hire date for coverage as of the first day you are actively at work, or during annual Open Enrollment.	Coverage is available through MetLife or Delta Dental. Review each plan to determine the best way to meet your dental needs.
Wellness Program	Company	Date of employment.	Employees have many opportunities to maintain and improve their health through a comprehensive program of activities and educational opportunities. Seminars and health screenings, along with a variety of campaigns such as exercise, fitness, nutrition, and weight loss are offered throughout the year. Mayo Clinic, our wellness program partner, provides a web-based e-health program, also available to spouses, with health information, interactive tools and healthy lifestyle programs.
Flexible Spending Accounts	You contribute through payroll deductions.	You may enroll within 30 days of your hire date for coverage as of the day you enroll, or during annual Open Enrollment.	Health Care and Dependent Day Care Accounts are available. You can elect payroll deductions up to \$5,000 annually for each account. It is a tax-effective way to pay for eligible health care and dependent care expenses.

BENEFIT	WHO PAYS FOR IT?	WHEN ARE YOU ELIGIBLE?	WHAT DO YOU RECEIVE?												
Short-Term Disability (Sick Leave)	Company	After one month of employment. Benefit is based on length of company service.	Salaried employees: The benefit provides up to six months of leave with three tiers of payment: 100% of pay for the first 6 weeks, 80% for the next 6 weeks, and 60% for the remaining 14 weeks. Hourly employees: The benefit provides for 100% paid leave, after a 3-day unpaid waiting period, as detailed in the union contract.												
Long-Term Disability	Company	Coverage starts first day at work. Eligible for benefits after you are disabled for 6 months.	Disability benefit equals 60% of pay, up to a monthly maximum of \$15,000 for salaried employees or \$5,000 for hourly employees, reduced by any benefit that you receive from Social Security, Workers' Compensation, or other Company-provided benefits, including Business Travel Accident and the Pension Plan.												
Workers' Compensation	Company	Date of employment.	The Company pays 100% salary continuation for up to 6 months of disability due to a work related injury or illness; then you are compensated according to state law.												
Vacation (Hourly)	Company pays full salary.	After 1 year of continuous service.	<table border="1"> <thead> <tr> <th>Years of Service</th> <th>Weeks of Vacation /Year</th> </tr> </thead> <tbody> <tr> <td>0-4</td> <td>2</td> </tr> <tr> <td>5-9</td> <td>3</td> </tr> <tr> <td>10-19</td> <td>4</td> </tr> <tr> <td>20-29</td> <td>5</td> </tr> <tr> <td>30+</td> <td>6</td> </tr> </tbody> </table> <p>One week of the initial vacation may be taken after completing 6 months of Company Service.</p>	Years of Service	Weeks of Vacation /Year	0-4	2	5-9	3	10-19	4	20-29	5	30+	6
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Vacation (Salaried)	Company pays full salary.	Employees accrue vacation beginning on date of hire.	<table border="1"> <thead> <tr> <th>Years of Service</th> <th>Weeks of Vacation /Year</th> </tr> </thead> <tbody> <tr> <td>0-9</td> <td>3</td> </tr> <tr> <td>10-19</td> <td>4</td> </tr> <tr> <td>≥ 20</td> <td>5</td> </tr> </tbody> </table> <p>Vacation accrues weekly until you reach the yearly maximum.</p>	Years of Service	Weeks of Vacation /Year	0-9	3	10-19	4	≥ 20	5				
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Holidays	Company pays full salary.	Date of employment.	The following fixed holidays are observed: New Year's Day, Martin Luther King's Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving, day after Thanksgiving, Christmas, a day related to Christmas. Salaried employees may select an additional "floating" holiday of choice. Hourly employees receive an additional day related to Independence Day.												
Paid Leave	Company pays full salary.	Date of employment.	Upon proper approval, for absences associated with occasional illness, injury or personal business. Full time exempt (monthly) employees are eligible for up to 24 hours /year, Non-exempt (weekly) are eligible for up to 48 hours/ year. Part time exempt employees are eligible for up to 16 hours /year, Non-exempt (weekly) are eligible for up to 32 hours/ year.												
Funeral Leave	Company pays full salary.	Date of employment.	Death in Family – upon proper approval, absences excused with pay for death in immediate family for up to 3 days.												
Military Duty, Emergency Duty	Company pays full salary.	Date of employment.	Your full basic salary for 2 weeks training in a calendar year (or 4 weeks every 2 years); emergency duty for up to 4-1/3 weeks in a calendar year.												
Jury Duty	Company pays full salary.	Date of employment.	Your basic earnings for time spent on jury duty.												

BENEFIT	WHO PAYS FOR IT?	WHEN ARE YOU ELIGIBLE?	WHAT DO YOU RECEIVE?
Employee Assistance Program (EAP)	Company	Date of employment.	Program available to employees as well as their spouses and dependent children. Provides confidential assessment, counseling services and referrals if necessary.
Educational Assistance	Company pays all eligible costs for books and supplies, and up to \$8,500 for tuition per year.	Date of employment.	Provides for reimbursement of funds spent for tuition, text books, and laboratory fees for each successfully completed course in a qualified course of study, in fields related to work at ORNL. Both undergraduate and graduate courses are included.
<p>Benefits During Retirement: If you have at least 10 years of Company Service as a full-time employee, and you are eligible for a pension, you are eligible to enroll in retiree medical and dental coverage at full cost. Coverage for retirees and/or spouses under the age of 65 is the same medical and dental coverage offered to active employees. Retirees and spouses age 65 or over may purchase a Major Medical Medicare Supplement Plan and/or a Dental/Vision Plan. If you have been in the life insurance plan for at least five years immediately preceding your retirement, you can continue your basic life insurance coverage until the age of 65 at the same coverage level, providing you pay the premium.</p>			

OTHER BENEFITS	
Flexible Work Hours	This program was designed to recognize the need for some employees to adjust their hours during the workweek.
Part-Time Employment	Part-time employment is available with a modified benefits package.
Credit Union Membership	Employees and family members of UT-Battelle may become members of the ORNL Federal Credit Union. A branch office with ATM machines is located at the ORNL main site.
Service Awards	The company recognizes employees upon the completion of each of 5 years of service with service awards.

<p>ORNL Benefits 865-574-7474 Toll Free: 1-866-576-7766 Fax: 865-241-3213 E-mail: ornlbenefits@ornl.gov</p>	<p>Address: 1060 Commerce Park Drive Oak Ridge, TN 37830 Plant Mail: 1060 COM; MS-6465</p>
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DISCOVER your WORLD of benefits

