

Summary of Benefits for ISC Employees

PTO Pay for full-time employee's per ISC's Company Handbook

PTO pay per year “accrued” before 3 years of employment

13 days accrued

PTO pay per year “accrued” after three years of employment

18 days At the end of every calendar year, 120 hours per employee may be carried over into the next year.

Holiday recognized

72 hours of ISC Company Paid Holidays, which match the state holidays.

Direct Deposit for Compensation

Salary employees must provide a bank account for which their compensation is to be paid semi-monthly (twice monthly) by direct deposit. Payments are to post on the 7th and 21st or by the following business day of each month if the 7th or 21st fall on a weekend or holiday (In some cases, payment may post on the preceding business day).

401k Plan through Paychex/Fisher Investments

Full-time employees may participate after completing the 6-month probationary period. See the plan document for details. ISC contributes a 25% match up to 4% of your compensation for a maximum contribution of 1% of your salary.

All coverage below is subject to limits and conditions set by the providers

CHP Open Enrollment: January 1st through 31st of each year. Rates may change effective Feb 1st of each year.

PayChex Employer paid and Optional employee paid coverages Enrollment November 1st through 30th.

Note: Coverage is adequate on the 1st of the month following 30 days of employment.

Capital Health Plan (HMO) – ISC pays 50% of the cost of employee coverage

ISC pays 100% of employee (only) premium cost for Vision, STD, and LTD Plans.

ISC pays for Life, AD&D insurance equals 1x employee annual pay up to \$50,000.

Note: Participation is automatic for full-time employees. The plan anniversary is January 1st of each year: life Insurance, Accidental Death and dismemberment, short-term and long-term Disability. The buy-up option on life insurance with dependent riders is available at the employee's expense.

Any employee with a child under the age of 19 through CHP will have to have dental insurance for said minor that complies with the Affordable Health Care Act. This is paid for by the employee at 100%. Dental Plan (Met Life through Paychex) – Employee pays 100% of the cost of employee family coverage.