

Employee Relief Program: Benefit Premiums and Lump Sum Payment FAQs

The Global Employee Relief Program has been created to support our frontline employees whose units have temporarily closed. In the U.S, the Relief Program will pay the employee portion of the health and dental plan premiums for the months of April and May for eligible, frontline full-time hourly employees if their unit has temporarily closed due to COVID-19 related circumstances. Eligible, frontline full-time hourly employees who have waived coverage in Sodexo's health and dental insurance programs, will receive a one-time payment of \$150.

Health and Dental Premiums Payment

Q1. Who is eligible to receive this benefit?

All full-time frontline hourly employees on Temporary Unit Closure (TUC) due to COVID-19 related circumstances enrolled in the following plans:

1. Sodexo's standard health and dental plans (PPO plan, HRA plan, Dental plan, HMO plans)
2. Health and Welfare Plan administered by FCE for Sodexo employees in the government sector
3. Highmark BCBS plan offered by Sodexo for Energy & Resources employees

Eligible employees will receive a letter from the benefits department informing them of this decision.

Q2. What is the duration that the premiums will be paid?

The Employee Relief Program will pay the employee portion of the premium for the health and dental plans for the months of April and May 2020. (Week starting March 30 to May 29)

Employees placed on TUC before April 1, 2020, are responsible to pay their portion of their premiums for the prior period.

Employees who may be placed on TUC during the months of April and May will have their premiums paid by the Relief Program from the time they are placed on TUC to the end of May.

Q3. What if employees have already sent premiums for part of April?

If employees have already sent payments for April, these payments will be processed and credited to their plans and will be applied toward premiums that will be due beginning May 30, 2020.

Q4. Will the Employee Relief Program cover the premiums for other voluntary benefits employees are enrolled in?

No, employees are responsible to pay their premiums for any voluntary benefits that they are enrolled in and wish to continue during the period of temporary unit closure (Example: Voluntary Life Insurance, Voluntary AD&D, Short Term Disability, Long-Term Disability, Vision, Identity Theft).

Q5. Is this benefit considered taxable income?

No, this benefit is not considered taxable to the employee.

Lump Sum Payment

Q1. Who is eligible to receive the lump sum payment?

All full-time benefits-eligible frontline hourly employees on Temporary Unit Closure (TUC) due to COVID-19 related circumstances who have waived coverage under the following plans are eligible for the one-time lump sum amount:

1. Sodexo's standard health and dental plans (PPO plan, HRA plan, Dental plan, HMO plans)
2. Health and Welfare Plan administered by FCE for Sodexo employees in the government sector
3. Highmark BCBS plan offered by Sodexo for Energy & Resources employees

Employees who are enrolled in the dental plan (where offered) but have waived health coverage are not eligible for this benefit as the Employee Relief Program will be paying the dental premiums for the months of April and May.

The lump sum payment is available only to eligible employees whose units have closed prior to May 31, 2020, due to COVID-19 related circumstances.

Q2. When will this lump sum be paid?

For employees who are currently on TUC, the amount will be paid through regular payroll as soon as administratively possible. A detailed process for this will be provided soon.

Q3. Is this lump sum a one-time payment?

Yes, the lump sum amount is a one-time payment only, irrespective of the number of times that you may be placed on TUC.

Q4. Is this lump sum payment taxable?

Yes, the lump sum payment is taxable and all applicable Federal, State and local taxes will be withheld from the payment.