



GSI POLICY NUMBER HR-	REVISION # 1	EFFECTIVE DATE: NOV 1 2016	NUMBER OF PAGES 1 of 3
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"PROVIDING THE WARFIGHTER THE RIGHT SOLUTIONS AT THE RIGHT TIME"

Policy Title: Benefits

Purpose

To provide various group benefits to GSI employees. Benefits detailed in this Policy include health insurance, life insurance, AD&D Insurance, disability insurance, and the Employee 401(k) Savings Plan. Other benefits are detailed in separate policies.

Employees are encouraged to read these policies and Summary Plan Descriptions to understand these benefits and to review eligibility guidelines. Some plans may not be available to all employees and some employees may have a waiting period before being eligible to enroll in the plan.

Policy

Health Insurance

GSI provides eligible employees access to health related group insurance plans.

- Health related group insurance plans may include medical insurance, prescription drug insurance, and dental insurance.
- GSI may fund all or part of the premiums of each plan.
- Different plans and providers may be available to various employee groups at various geographic office locations.
- Details of each specific plan are provided in the plan documents. Employees and beneficiaries may review the plan documents in the Corporate HR Department. Summary Plan Documents are provided to participating employees and are available upon request from the Corporate HR Department.
- Eligible employees are full-time and regular part-time (working at least a scheduled 30 hours per week).

Life Insurance/ AD&D Insurance

GSI provides eligible employees access to group life insurance plans.

- GSI may fund all or part of the premiums of each plan.
- Voluntary life insurance plans are solely funded by the employee and plans may cover employees and dependents
- Details of each specific plan are provided in the plan documents. Employees and beneficiaries may review the policy documents in the Corporate HR Department. Summary Plan Documents are provided to participating employees and available upon request from the Corporate HR Department.

Disability Insurance

GSI provides eligible employees access to group disability insurance plans.

- Disability insurance plans may be short term and/or long term and will cover only eligible employees.

- GSI may fund all or part of the premiums of each plan.
- Details of each specific plan are provided in the plan documents. Employees and beneficiaries may review the plan documents in the HR Department. Summary Plan Documents are provided to participating employees and available upon request from the Corporate HR Department.

Flexible Spending Plan

GSI provides eligible employees access to before tax contributions for reimbursement for out of pocket medical expenses or dependent care through a Flexible Spending Plan.

- Eligible employees may contribute before tax monies to be reimbursed for out of pocket medical expenses during the Plan year (January 1 thru December 31) with a grace period extended to March 15 of the following year. Employees submit a claim for eligible reimbursable expenses in accordance to the Plan parameters and IRS regulations.
- Eligible employees may contribute before tax monies to be reimbursed for dependent care expenses during the Plan year (January 1 thru December 31) with a grace period extended to March 15 of the following year. Employees submit a claim for eligible reimbursable expenses in accordance to the Plan parameters and IRS regulations.

Vision Discount Program

- Eligible employees may participate in a Vision Discount Program, providing discounts on services and products in accordance to the Plan parameters.

General

This Policy only provides a general explanation and is not intended to, and does not; provide employees with complete details of the employee benefits. Therefore, this policy does not change or otherwise interpret the terms of the official plan documents. Employee rights can be determined only by referring to the full text of the official plan documents, which are available from the Corporate Human Resources Department. To the extent that any of the information contained in this Policy is inconsistent with the official plan document(s), the provisions of the official plan document(s) will govern in all cases. Employees should review the applicable plan documents, including Summary Plan Descriptions.

Please note that nothing contained in the benefit plans described herein shall be held or construed to create a promise of employment or future benefits or a binding contract between the Company and its employees, retirees, or their dependents for benefits or any other purpose. All employment relationships remain at-will.

The Company reserves the right, in its sole and absolute discretion, to amend, modify, or terminate, in whole or in part, any or all of the provisions of the benefit plans described herein or in any plan document(s). This includes any health benefits that may be extended to retirees and their dependents. Further, the company reserves the exclusive right, power, and authority, in its sole and absolute discretion, to administer, apply, and interpret the benefit plans described herein, and to decide all matters arising in connection with the operation or administration of such plans.