



FOP EMPLOYEE SPECIFIC BENEFITS

ANNUAL:

Accrual: Accrues based on regular hours paid; not available for use until after 30 days of service.

0-3 years = 4.62% (12 days)

3-15 years = 7.70% (20 days)

15-25 years = 9.62% (25 days)

Extra ½ Day: Employees who have more than one year of service since their most recent date of hire and use “no sick” leave during an entire one-half leave calendar year shall earn one-half extra annual day, up to one full day per leave calendar year. “No sick” leave excludes sick bereavement leave.

Anticipation: After 1 year of service since most recent date of hire.

Maximum Carryover: 45 days - Amounts above the maximum can be used in the first seven pay periods of next year; excess carryover converts to sick (up to maximum sick).

Payout: Upon separation all earned, unused absence quota is paid.

SICK:

Accrual: Accrues based on regular hours paid; not available for use until after 30 days of service 4.24% (11 days).

Anticipation: After 1 year of service since most recent date of hire.

Maximum Carryover: 300 days - Amounts above the maximum are lost at end of leave calendar year.

PARENTAL LEAVE:

8 weeks of parental leave is available. Not deducted from accrued balances.

HOLIDAY

Holidays falling on Saturday are granted on Friday.

Holidays falling on Sunday are granted on Monday.

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|---------------------------------|---------------------|----------------------|
| 1. New Year's Day | 5. Juneteenth | 9. Veteran's Day |
| 2. Martin Luther King Jr. B-day | 6. Independence Day | 10. Thanksgiving Day |
| 3. President's Day | 7. Labor Day | 11. Christmas Day |
| 4. Memorial Day | 8. Columbus Day | |



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RETIREMENT

State Employees' Retirement System (SERS)

As an employee for a SERS participating employer, you are now enrolled in defined benefit retirement plan, in the A-3 class of service.

You have 45 days during which you are able to switch to a different class of service A-4 plan. SERS will mail you a welcome package within your first two weeks of employment. Included in this package is a comparison of your retirement plan options and features and highlights providing additional information on the defined benefit pension plan. This packet contains vital information, so please read the entire packet carefully. You also will receive a letter from Empower Retirement about the defined contribution portion of your retirement.

The SERS welcome package will contain a beneficiary designation form, which you must complete and return by mail to SERS. Please review all of the information carefully and direct your questions about retirement to SERS at 800.633.5461.

PEBTF HEALTH BENEFITS

- Available Benefits on **Day 1**:
 - Medical
 - Mental Health & Substance Use Program
 - Full Prescription Drug Benefits available to purchase
 - Option to enroll eligible dependents (buy-up)
- Available Benefits after **30 days**:
 - Eligible dependents covered
 - Full Prescription Drug Benefits (no buy-up)
 - Supplemental Benefits
 - Dental | Vision | Hearing Aid
- Medical Plan Cost is based on percentage of biweekly gross base salary:

WITHOUT GET HEALTHY WAIVER	WITH GET HEALTHY WAIVER
July 2023-June 2026 5.50%	July 2023-June 2026 2.75%
June 2026-June 2027 6.0%	June 2026-June 2027 3.0%

- State Employee Assistance Program (SEAP) available to:
 - Employee, Spouse, Significant Other, Dependent Children, Adult Children, Family Members, and Other Household Members, to name a few. The Commonwealth has a broad definition of family members.