

MCD, INC.

Benefits Summary

The following is a summary description of key benefits provided to employees of MCD. This is intended to be a brief description to help familiarize you with the range of benefits that we offer and we hope this is helpful in learning about some of the advantages of being part of MCD. For more information please direct questions to the Human Resources Coordinator.

Time off:

MCD recognizes the importance of having time off to renew and refresh oneself individually, to be with family, friends, and to take care of personal affairs. MCD offers the following paid time off alternatives.

Holidays

MCD recognizes the following paid holidays. The specific holiday schedule will be issued at the start of Fiscal year. If the holiday falls on a Saturday you will get Friday off and if it falls on a Sunday you will get Monday off.

New Year's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Friday following Thanksgiving Day
Christmas Eve Day
Christmas Day

Paid Time off:

MCD provides a flexible account of paid days off to allow for vacations, personal business, and illness. Each employee is allotted a bank of paid days beginning January 1 to be used with appropriate notice to accommodate the employee needs. These days are prorated for your first year of employment and may not be taken for the first 4 months except sick or unless you have prior approval from supervisor.

13 days from 0 to 5 years of service
18 days beginning January 1 of the 5th year
23 days beginning January 1 of the 15th year

Bereavement Leave:

MCD offers the following leave for the death of an employee's immediate family member.

- Spouse 3 days
- Child 3 days
- Parents (including in-laws) 2 days
- Siblings (including in-laws) 2 days

With approval from your supervisor, additional time off is available through your paid time off bank.

Disability Coverage:

MCD provides both short and long term disability insurance for all eligible employees. Non-work related short-term disability covers up to 13 weeks per incident. The maximum benefit is \$750 per week or 60% of covered weekly earnings, whichever is lowest. Benefits begin on the 8th day of disability. Long-term disability is provided to cover disability that might exceed this period with a maximum benefit of \$6,000 per month of 60% of monthly covered earnings, whichever is lowest. A work related disability would fall under worker's compensation insurance. You are eligible for this benefit the 1st of the month following 30 days of employment.

401k Qualified Retirement Plan:

MCD offers a comprehensive 401k plan to all regular employees. An employee can begin contributions immediately following date of hire. MCD also provides matching contributions after the completion of one year of service and currently matches 50% for every dollar of employee contribution up to the first 6% of the employee contributions. The plan offers thirteen different fund choices for investment options. You are 100% vested after six years of service.

Gainsharing

MCD offers a Gainsharing program to all eligible employees. Gainsharing is based upon the performance and improvement process over a four-week period. Gainsharing will be paid out after each four-week period if there is a positive balance in the gainsharing pool after the four weeks. New hires must be employed six months before they become eligible for the gainsharing bonus.

Health and Dental

MCD provides for comprehensive health and dental coverage for families and individuals. Employees are eligible on the first of the month following 30 days of employment. MCD covers the majority of the cost of these plans with a modest co-payment from the employee. Costs over this amount can be covered through the Benefit Bank program (below). Please consult with the Human Resources Coordinator for more information about the Health and Dental plans.

Benefit Bank

Each regular full-time or regular part-time employee is eligible for a benefit bank on the first of the month following 30 days of employment. The Benefit Bank gives each employee an extra \$50 per month to spend on health and dental insurance. If you elect the health and dental plan provided by the company this money is applied to the cost of this coverage. If you are covered on an alternative health and dental insurance plan and not electing the MCD health and dental coverage these dollars can be accrued and paid out to you as per the Benefit Bank accrual sheet. This would be paid out at the end of our fiscal year. Any employee costs for health and dental insurance above the \$50 per month will be taken out of your paycheck on a pretax basis. Employees must be employed at MCD as of October 31st to be eligible for the benefit bank distribution.

Flexible Spending Plan

Flexible Spending Accounts (FSA) enables you to convert some of your taxable income to a tax-free benefit by electing to deposit a portion of your salary to a flexible spending account. The two FSA accounts are out of pocket health care spending and dependent care spending. The funds designated for the FSA are exempt from Federal, State, and FICA taxes. You may elect to participate in the FSA program 30 days from date of hire through payroll deductions.