



**2017 GHFP Fellows
Benefit Programs**

An Equal Employment Opportunity/Affirmative Action Employer

ELIGIBILITY

Eligibility to participate or enroll in the following PHI-sponsored benefit plans is limited to GHFP Fellows in regular (vs. temporary) positions who are scheduled to work 20 or more hours each week.

PHI PAID BENEFITS

Health Insurance

PHI provides most regular employees who are scheduled to work 20 or more hours per week with fully-paid medical, dental and vision insurance. Employees may choose to enroll eligible dependents by sharing in the associated costs of premiums.

Medical, dental and vision insurance for U.S.-based employees begins on the first of the month following the date of hire. Medical coverage for internationally-based employees takes effect on the date of hire; dental and vision coverage begins on the first day of the month following hire. In all cases, medical, dental and vision insurance continues through the last day of the month in which employment terminates.

Group Short-Term Disability Insurance

Employees are provided group short-term disability insurance beginning on the first day of the month following employment. PHI pays the full cost of this coverage.

Group Long-Term Disability Insurance

PHI provides eligible employees with group long-term disability insurance coverage. The cost of this coverage, which begins on the first day of the month following employment, is paid by PHI.

Basic Life and Accidental Death & Dismemberment (AD&D)

PHI pays 100% of the cost of employees' basic life and AD&D coverage. Basic life insurance protects families and other beneficiaries from a loss of income and savings in the event of death. AD&D insurance provides additional protection in the event of an accidental death or loss of limb or eyesight. The benefit equals 2x annual compensation, up to a maximum of \$550,000.

Defined Contribution Retirement Plan

PHI sponsors a tax-deferred savings plan called the 403(b) Retirement Plan. Beginning on the first day of the month following the date of employment, PHI contributes 10% of each eligible Fellow's base wage into the 403(b). Additionally, eligible employees may choose to contribute a percentage of their annual compensation on a tax-deferred basis to supplement the contributions made by PHI.

Employee Assistance Program (EAP)

Eligible employees are automatically enrolled in the EAP, which is also available to dependents, at no cost. The EAP can help with issues such as stress, work/life concerns, alcohol and drug problems, financial issues, legal matters, grief and depression.

VOLUNTARY (EMPLOYEE PAID) BENEFITS

Flexible Benefit Plans

PHI offers both Healthcare and Dependent Care Flexible Spending Accounts. The plans allow participants to use pre-tax earnings to pay, or be reimbursed, for eligible healthcare expenses that are not covered by health insurance, and specified child/elder care expenses that are incurred to enable the parent/guardian to work.

Voluntary Life Insurance

In addition to the Basic Life Insurance that is paid for by PHI, employee-paid Voluntary Life Insurance is available for eligible employees and their dependents.

TIME OFF

Paid Time Off (PTO)

Commencing on the day of employment, regular, full-time GHFP Fellows earn 31 days of PTO per year of employment. Regular, part-time employees accrue PTO on a pro-rated basis.

Holidays

Regular, full-time employees are provided paid holidays which are identified by their program and location. Generally, the following holidays are observed:

Holiday	Date Observed
New Year's Day	January 2
Martin Luther King Jr.	January 16
Presidents' Day	February 20
Cesar Chavez Day	March 31
Memorial Day	May 29
Independence Day	July 4
Labor Day	September 4
Indigenous Peoples' Day	October 9
Veterans' Day	November 10
Thanksgiving	November 23 & 24
Christmas Day	December 25

Internationally-based employees may also observe the holidays of their host country.

Jury Duty

Employees who are called to serve on a jury are paid for the duration of the trial, minus any compensation received from the Court.

Bereavement Leave

In the event of the death of a family member (defined as a spouse, domestic partner, parent, parent-in-law, grandparent, child, grandchild, daughter-in-law, son-in-law, brother, brother-in-law, sister or sister-in-law), an employee is granted up to three days of bereavement leave.

OTHER BENEFITS

Commuter Transportation Program

PHI provides a Commuter Transportation benefit which allows eligible employees to purchase commuter transportation passes and be reimbursed for eligible parking expenses on a pre-tax basis. In addition, PHI subsidizes up to \$100 per month for public transportation costs that eligible employees incur on their daily commute and up to \$20 per month for bicycle expenses related to their daily commute.

Emergency Evacuation

All Fellows based internationally or on an international work assignment are covered by GHFP's Emergency Medical and Political evacuation services. These services are provided by SOS International and coordinated with Cigna International Expatriate Benefits.

PHI Health Club and Gym Membership Allowance

Regular employees who are scheduled to work more than 20 or more hours per week are eligible to receive a reimbursement of up to \$100 for joining a health club or gym. Employees are eligible to receive the reimbursement only one time during the course of their employment at PHI.

Costco Membership

U.S. employees are eligible for membership in the Costco Membership Program at their cost.

Zip Car

Employees can sign up for an individual Zip Car account at discounted hourly and daily rates for personal and/or business needs.

Dell Member Purchase Program

Dell's Member Purchase Program allows PHI employees to receive member only pricing on all personal Dell PCs.

Note that access to these materials does not imply an offer of employment, and the information contained in this overview does not replace official plan documents. PHI reserves the right to change or eliminate any of these programs at any time.