

BENEFITS SUMMARY

(FULL-TIME EMPLOYEES)

VACATION

12 days annually with a maximum carry-over of 160 hours.

FLEX TIME

Hours in excess of 40 hours per week are recorded and counted as flex time with a maximum carry-over of 160 hours.

SICK

12 days annually with no maximum carry-over to the next year.

RETIREMENT

Beginning after 2 years of service and 1000 working hours for each of those years, 3% of the participant's annual compensation is made to the plan on their behalf. There is also a 2.5% match for contributing individuals.

PAID HOLIDAYS

New Year's Day, Martin Luther King Holiday, Presidents Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Indigenous People's Day, Thanksgiving Day, Day after Thanksgiving Day, and 4 Flex holidays (previously Good Friday and Christmas Break) that the employee can use on their choice of days.

HEALTH, DENTAL, & VISION INSURANCE

Offered beginning the 1st of the month following the employee's hire and optional to the employee. TennGreen covers monthly health insurance costs up to \$550. Premiums over \$550 a month will be deducted from the employee's pay, while premiums under \$550 a month will be added (and taxed) as additional income. Employees opting out of the coverage will receive the entire \$550 a month added to their pay as taxable income. They will not be eligible for coverage until the next open enrollment.

PARENTAL, MILITARY, & SPECIAL LEAVE



TENNGREEN
LAND CONSERVANCY