



# Team Hancock Benefits Overview

FOR DETAILED POLICIES, BENEFITS, AND LOGIN INFORMATION,  
VISIT: [INSIDE.HANCOCKLUMBER.COM](https://inside.hancocklumber.com)

## INSURANCE



**HEALTH INSURANCE:** Hancock offers five attractive plans through Harvard Pilgrim. All full-time employees are eligible on the first day of the month following 30 days of employment. Depending on the plan chosen, the company contributes on average 70% of the premium. Excellent perks with your coverage include gym reimbursement, discounted eye wear, access to medical claims advocate and more. *(Annual open enrollment is in April.)*

**DENTAL INSURANCE:** Voluntary insurance is offered through Northeast Delta to all full-time employees. This plan covers routine dental care, along with basic and major services. *(Annual open enrollment is in April.)*

**LIFE INSURANCE:** All full-time employees receive a basic life insurance entitlement equaling one year of annual gross pay, paid in full by Hancock Lumber.

**SHORT-TERM DISABILITY INSURANCE:** Offered upon being hired through Guardian Insurance, this benefit is designed to pay a weekly benefit to you in the event you cannot work because of a non-occupational illness or injury. Standard maximum 26-week policy for personal injury, illness or life events such as maternity leave. Cost of premium is shared 50/50 with Hancock Lumber.

**OPTIONAL INSURANCE:** Employees have access to purchase voluntary accident insurance for themselves and/or family members. *(Annual open enrollment is in April.)*

**VISION INSURANCE:** Voluntary insurance is offered through Anthem to all full-time employees. This plan covers annual eye exam, frames, lenses and contact lenses at discounted rates. *(Annual open enrollment is in April.)*

## PRE-TAX SAVINGS



**401K PLAN:** Following 6 months of employment, eligible employees are auto-enrolled for a pre-tax 401k or post-tax Roth retirement account through Empower. Hancock provides access to investment advisors at no charge through Northeast Planning. Hancock makes a discretionary match against employee contribution based on profitability.

**FLEXIBLE SPENDING ACCOUNTS:** Full-time employees are eligible to participate in the pre-tax flexible spending accounts for medical and dependent care expenses. *(Annual open enrollment is in April.)*

**INSURANCE:** Take advantage of additional pre-tax savings by enrolling in our insurance plans.

## PAID TIME OFF



**VACATION:** Full-time employees are eligible for vacation time following company policy. This benefit starts following 30 days of employment.

**HOLIDAYS:** All full-time employees are eligible for eight paid holidays following 30 days of employment.

**BIRTH/ADOPTION:** Full-time employees will receive 40 hours off with pay for the birth or the adoption of a child.

**BEREAVEMENT:** Full-time employees are eligible for up to two days for the loss of an immediate family member.

**SICK-FLEX TIME:** Full-time employees are eligible for personal time following 30 days of employment. Five days per year are offered for sick and flexible time off.

## ABOVE AND BEYOND



**EMPLOYEE DISCOUNT ON BUILDING MATERIALS:** Significant building material discounts as well as an employee charge account with a \$250 credit limit is available. If interested contact Accounts Receivable.

**CHOOSE HEALTH WELLNESS PROGRAM:** The company encourages healthier lifestyle choices, supported through wellness activities and events that include free flu shots, health screenings, smoking cessation program, and lunch and learn programs.

**EMPLOYEE ASSISTANCE PROGRAM (EAP):** This program is designated to provide guidance and support to employees and family members in solving personal and workplace problems. This confidential program is available to all employees at no cost. Call 24/7 at 800-386-7055 or email at [eapcounselor@ibhcorp.com](mailto:eapcounselor@ibhcorp.com)

**EMPLOYEE REFERRAL PROGRAM:** For referring an applicant to Hancock Lumber, you are eligible for a \$2,000 bonus. If the person is hired, you will receive \$500 after 30 days, another \$500 after 90 days, and the final \$1,000 after they have been employed for 12 months.

**COLLEGE AMERICA SAVINGS PLAN:** A convenient and no-fee college savings program with significant tax advantages available for college savings.

**MET LAW:** Employees pay for this voluntary benefit for pre-paid legal services and advice for personal legal matters including wills, document review and preparation, real estate matters and more. *(Annual open enrollment is in April.)*

**DIRECT DEPOSIT:** Payroll is deposited weekly into one or multiple personal savings or checking accounts.

**CLOTHING:** Clothing allowance and footwear reimbursement.

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