

PAYING FOR YOUR BENEFITS WHILE ON UNPAID LEAVE

If you are on an unpaid leave of absence due to illness, injury, family medical leave, etc., you will no longer receive a Stanley Black & Decker (SBD) paycheck and benefit deductions cannot be withheld. While away, you are responsible for premium contributions for your continued benefits coverage.

How the Payment Process Works. You start to pay HealthEquity | WageWorks for benefits the 1st of the month following your date of leave. You will pay HealthEquity | WageWorks for the full months that you are on a leave. The first billing notice will be mailed to you by HealthEquity | WageWorks on approximately the 10th of the month. Subsequent bills are sent on the 10th of each month. **Payments are due on the 1st.** In the event that your leave status isn't updated in HealthEquity | WageWorks' system by the 10th of the month, you may receive a bill for more than one month, or you may receive the notice after you have returned to work.

HealthEquity | WageWorks will bill you directly for the entire month. You will need to pay HealthEquity | WageWorks for the benefit coverage through the month in which you have **returned to work**.

Note: For personal leaves, you are billed 100% of benefit costs, not the active employee contribution amount.

When you return to work, your active status will be updated in the payroll system and your benefit deductions* will resume the 1st of the month following your return; however, if you return on the 1st, benefit deductions* will start up in the same month. Any health & group deductions that were missed for the weeks prior to the first month billed by HealthEquity | WageWorks will be pulled from your pay, and we will work to spread out any amounts owed if necessary.

The Stanley Black & Decker Benefits Center will coordinate with HealthEquity | WageWorks to stop your bill and switch you back to active status. Your benefits will not be cancelled during this time, provided your HealthEquity | WageWorks direct bill account is paid, and you are not cancelled for non-payment. This process can take 1-2 weeks, so please be patient.

***Benefit Deductions . . .**

If you are enrolled in a Dependent Care Flexible Spending Account (DCFSA) and/or Health Savings Account (HSA), deductions will stop while you are on an unpaid leave of absence. You will not be billed separately for either DCFSA and/or HSA. Upon your return to work, you will need to contact the SBD Benefits Center at 1-800-795-3899 in order to reinstate premium deductions for DCFSA and/or HSA.

Protect Your Benefits . . .

Timely payment ensures that your medical, dental, and other benefits continue without interruption. Failure to make payment(s) triggers cancellation of your benefits on the date in which the billing period begins.

IMPORTANT: If health and group benefits are terminated for non-payment you will not be offered COBRA. If you return from leave after your coverage has been dropped, you will be eligible to enroll as of your return date by calling the Stanley Black & Decker Benefits Center at 1-800-795-3899.

401(k) Loan Payments

If you have a 401(k) loan, you can continue making loan payments while on leave. A manual loan payment notice will be mailed to your home. If you elect not to make 401(k) loan payments while away, your outstanding loan balance will be reamortized upon your return to work and your per paycheck loan repayment amount will increase to ensure that your loan is paid off within the correct term.

Questions?

If you have a billing question before receiving your HealthEquity | WageWorks bill, contact your HR Representative. Once billing starts, call HealthEquity | WageWorks at 1-866-747-0039 or visit the website at mybenefits.wageworks.com for billing and payment information or to pay online.

For 401(k) loan payment questions, call the Principal Contact Center at 1-800-547-7754.