

*This document is intended for general informational purposes only and as a quick reference for employees affected by a termination of employment. Some or all of these benefit plans and continuations of coverage may apply to you. In the event of any inconsistencies between this document, the Summary Plan Descriptions and the Plan documents, the Plan Documents for each applicable benefit plan will govern.*

**Medical, Dental & Vision** coverage ends on the last day of the month in which you terminate employment. You may elect COBRA continuation coverage for these plans for up to 18 months. Upon receipt of your termination, Businessolver, the company's COBRA administrator, will mail an enrollment package, complete with COBRA Offer Letter and cost information, to your home address on record. You should receive the package within 14 days from your date of termination. You may also log into [www.OneAmentumBenefits.com](http://www.OneAmentumBenefits.com) (Company key: amentum) to retrieve your COBRA package, found in your personal documents. You will have 60 days to elect coverage, which would be retroactive to the day you lost coverage under Amentum's benefit plans.

- If you are a participant in one of the Amentum **Health Savings Account (HSA)** Medical Plans and have an HSA with HSA Bank, that account is your property. Upon your termination, you will receive a communication directly from HSA Bank regarding maintenance of the account and any associated administrative fees. You will be provided with a new HSA debit card; however, your account number will stay the same.

### Health Care Flexible Spending Account

- Claims can be submitted for expenses incurred through your last day worked. Your Health Care FSA debit card will be deactivated upon your termination. Claims must be submitted online or via paper claim forms, available at [www.OneAmentumBenefits.com](http://www.OneAmentumBenefits.com) for Legacy PAE employees and [www.hsabank.com](http://www.hsabank.com) for Legacy Amentum employees. You will have until March 31<sup>st</sup> of the next year to file any claims.
- If your contributions to the flexible spending account exceed the amount of your total year to date flex reimbursements, you are eligible to continue the FSA through COBRA. This would enable you to submit claims for expenses incurred beyond your last day worked, and through the date you pay COBRA premiums, up to the end of the calendar year. As with Medical, Dental, and Vision coverage, you will have 60 days to elect COBRA for your Health Care Flexible Spending Account.

### Day Care Flexible Spending Account

- Day Care Claims can be submitted for expenses incurred through the end of the calendar year, up to the amount of contributions deducted from your paycheck. You will have until March 31<sup>st</sup> of the next year to file claims. Any unused funds will be forfeited. COBRA is not offered for Day Care FSA.

### Employee Basic Life/AD&D, Voluntary Life/AD&D, Dependent Life/AD&D, and Long-Term Disability (LTD)

coverages end on your last day of employment<sup>1</sup>. Continuation options to individual coverage are available for each line of coverage. The Hartford will mail a notice of continuation that will provide you with the option to continue your Life, AD&D and/or LTD insurance. You must complete the application within the timeframes provided by The Hartford. Questions can be directed to The Hartford at 877-320-0484.

**Short Term Disability** insurance ends on your last day worked. It cannot be converted to individual coverage.

---

<sup>1</sup> If you are on a Leave of Absence and your date of disability was prior to your date of termination, any Short-Term Disability or Long-Term Disability claim will continue to be considered by The Hartford.



**Other Voluntary Insurance Plans** – You may be contacted by other carriers to continue coverage on an individual basis, depending on whether you participated as an active employee. This includes MetLife Legal Insurance, Allstate Identity Protection, and Voya Accident, Critical Illness, and Hospital Indemnity Insurance.

Unused vested **PTO or Vacation** will be paid out after all regular worked hours have been paid. State mandated payouts are processed per state rules.

**Post-employment Verification** of Employment and/or Income requests can be directed to [EmployeeVerification@amentum.com](mailto:EmployeeVerification@amentum.com). There is a 48-hour verification turnaround.

**Amentum 401(k) Retirement Plan** – You have various options, and each should be carefully reviewed with your legal and tax advisors regarding the possible impact of your decision. The following is a summary of the different options that are available to you:

- **Cash out your account** - Distribution will be treated as regular income and some penalties may apply.
- **Leave funds in your account** – Available if your account balance is greater than \$7,000
- **Rollover your account into an Individual Retirement Account (IRA) at another financial institution**
- **Rollover your account into another qualified 401(k) retirement plan**
- **Rollover your account into a Fidelity IRA**

If your 401(k) balance is less than **\$1,000**, you will receive a notification letter from Fidelity Investments that provides detailed information about your distribution options. If you do not respond and/or take action within 60 days from the date of your separation of service, Fidelity Investments will make a payment to you in the form of a check, less applicable taxes and potential early withdrawal penalties.

If your 401(k) account balance is between **\$1,000 - \$7,000**, you will receive a notification letter from Fidelity Investments that provides detailed information about your distribution options. If you do not respond and/or take action within 60 days from the date of your separation of service, Fidelity Investments will rollover your account into an IRA Rollover Account at Fidelity Investments.

If your 401(k) account balance is greater than **\$7,000**, you may leave your account balance in the Amentum 401(k) Savings Plan with Fidelity and continue to manage it through Fidelity Investments.

Irrespective of your account balance, if you have an **outstanding loan** against your Amentum 401(k) Retirement Plan account at the time that your employment terminates and have not taken a distribution of your plan account, you will have the option to set up direct, monthly loan payments with Fidelity via ACH from a bank account you designate. The option is only available **after** your status has been updated in Fidelity's records. This feature will be found on [www.netbenefits.com](http://www.netbenefits.com), on the Withdrawal and Loans page. If you do not elect this option within the first 30 days after your status is updated, your entire outstanding principal and accrued interest becomes immediately due and payable.

We strongly advise that you call **Fidelity Investments at 800-835-5095**, or if outside the US, 877-833-9900 (Monday – Friday, 8:30 AM – Midnight PM, Eastern) and speak with a representative regarding your Amentum 401(k) Retirement Plan account options. You can also access the NetBenefits® web site at [www.netbenefits.com](http://www.netbenefits.com) and request a distribution. Again, we encourage you to consult with your financial and tax advisors. Even taking no action and leaving your money where it is, should be the result of consulting with an outside source. A Special Tax Notice will be provided by Fidelity with further tax details.

Please ensure you have made a beneficiary designation with Fidelity.



PLEASE NOTE: Per Fidelity's security requirements, all distribution checks must be mailed to the home address on file. They cannot be mailed directly to your bank or the financial institution of your next qualified plan. Please keep Fidelity updated with your personal contact information, to include mailing and email addresses.

### Important Contact Information

Vendor	Benefit	Phone Number
Anthem	Medical	833-371-0212
HSA Bank	Health Savings Account. Legacy Amentum Flexible Spending Accounts	877-851-5277
Delta Dental of VA	Dental	800-237-6060
VSP	Vision	800-877-7195
The Hartford	Life/AD&D/LTD	877-320-0484
Allstate	Identity Protection	800-789-2720
MetLife	Legal	800-821-6400
Voya	Voluntary Accident, Critical Illness and Hospital Indemnity	877-236-7564
Benefits Service Center/Businessolver	LPAE Flexible Spending Accounts, COBRA, General Questions	844-705-4099
Fidelity	401(k) Plan – Plan ID 85971	800-835-5095

**It is your responsibility to ensure you meet the deadline for any coverage you wish to continue after your employment terminates.**

COBRA continuation must be elected within 60 days of your date of termination. If you have questions or do not receive your COBRA package, please contact the Benefits Service Center at 844-705-4099 (Monday through Friday 8:00AM to 8:00PM CST) or you may log into [www.OneAmentumBenefits.com](http://www.OneAmentumBenefits.com) and find your COBRA package under your personal documents.

Please keep Amentum updated with your personal contact information, to include your mailing and e-mail addresses. Updates to your contact information can be made in Workday at <https://www.myworkday.com/pae/login.html>.

This will ensure you continue to receive important information following your termination (W-2, 401k distribution checks, COBRA package, etc.)