

Workday Benefits – New Hire Enrollment

New Enrollment

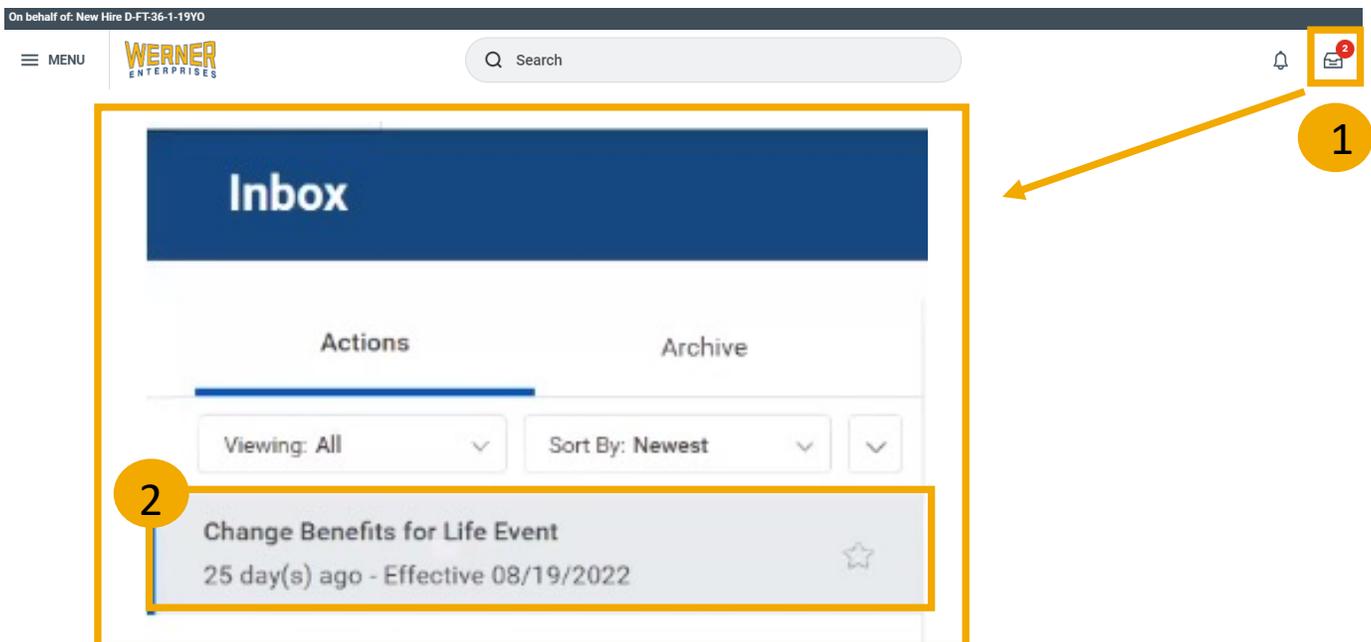
- New hire enrollment is the opportunity to view current benefit plans and enroll in the benefits that meet you and/or your family's needs.
 - The selections you make during new enrollment will be for the current plan year.
 - You will need to enroll in HSA, FSA, and/or Dependent FSA for that to be effective for the current plan year.
 - You are unable to make changes during the plan year after the 30-day enrollment period unless you have a qualifying event such as marriage, divorce, birth of a child, or change in employment.

Benefits

- To access Benefits during the new enrollment period login to Workday.



- After logging in you'll have a notification in your Workday Inbox of a task to complete. Click on the **envelope icon**  in the upper right corner to access your **inbox**. Next, **click on the task** (Change Benefits for Life Event), as shown below.



The screenshot shows the Workday user interface. At the top, there is a navigation bar with a "MENU" icon, the "WERNER ENTERPRISES" logo, a search bar, and a notification bell icon. A red bubble with the number "2" is next to the envelope icon in the notification area. A yellow arrow points from this icon to a larger yellow-bordered box labeled "1" that highlights the "Inbox" section. Inside the "Inbox" box, there are "Actions" and "Archive" buttons. Below these are filters for "Viewing: All" and "Sort By: Newest". A task card is highlighted with a yellow-bordered box labeled "2". The task card contains the text "Change Benefits for Life Event" and "25 day(s) ago - Effective 08/19/2022".

Workday Benefits – New Hire Enrollment

Benefits

- Once you click on the task, you will then click on **“Let’s Get Started”**

Let's Get Started

- You will be prompted to answer health questions regarding tobacco use. Once you have answered that question, click on **“Continue”**

Continue

- You will be brought to the elections page, where you can elect and enroll in available benefit options.
 - Click, **“Enroll”** on any benefit option you are interested in for the current plan year. This is your opportunity to enroll or waive.

The screenshot displays the 'Health Care and Accounts' section of the Workday interface. It features a grid of six benefit options, each with an icon, a title, a status, and an 'Enroll' button. An orange arrow points from the text above to the 'Enroll' button for the Medical benefit.

| Health Care and Accounts | | |
|---|---|---|
|  Medical Waived |  Dental Waived |  Vision Waived |
|  Accident Waived |  Critical Illness Waived |  Hospital Indemnity Waived |
| Enroll | Enroll | Enroll |

Workday Benefits – New Hire Enrollment

Benefits

- Once you are done, click **“Review and Sign”**

Review and Sign

- You will be brought to the review page, where you’ll be able to **review all the benefits** you selected and/or waived and **review the Projected Total Monthly cost**. You are also able to **add any documents** that may be needed to finalize your enrollment.

View Summary

Projected Total Cost (Monthly)
\$38.54

Projected Total Credits
\$0.00

Please review your benefit elections carefully.

If you are a Driver, your monthly premium will be deducted equally by four pay periods.

If you are a Non Driver, your monthly premium will be deducted equally by two pay periods.

Once the Open Enrollment period is closed, you will be unable to change these elections unless you were to have a Qualifying Life Event such as marriage, divorce, or birth or adoption of a dependent.

Questions? Call an experienced benefits counselor at 1-877-626-6419 between 8:00 am to 4:00 pm CST, Monday through Friday, or contact the Werner Benefits Department via fax 402.894.3029 or email to benefits@werner.com.

(Para mayor informacion sobre sus beneficios porfavor llamenos al 1-877-626-6419)

Selected Benefits 7 items

| Plan | Coverage Begin Date | Deduction Begin Date | Coverage | Dependents | Beneficiaries | Cost |
|------------------------|---------------------|----------------------|---------------|------------|---------------|---------|
| Dental | 09/01/2022 | 08/30/2022 | Employee Only | | | \$12.48 |
| United Concordia Basic | | | | | | |
| Vision | | | | | | |

Selected Benefits 7 items

| Plan | Coverage Begin Date | Deduction Begin Date | Coverage | Dependents | Beneficiaries | Cost |
|------------------------------------|---------------------|----------------------|---------------|------------|-------------------|----------|
| Dental | 09/01/2022 | 08/30/2022 | Employee Only | | | \$12.48 |
| United Concordia Basic | | | | | | |
| Vision | 09/01/2022 | 08/30/2022 | Employee Only | | | \$5.47 |
| Davis Vision Basic | | | | | | |
| Hospital Indemnity | 01/01/2023 | 01/01/2023 | Employee Only | | | \$9.36 |
| Allstate Enhanced | | | | | | |
| Voluntary AD&D | 01/01/2023 | 01/01/2023 | \$40,000 | | | \$0.88 |
| Lincoln Financial Group (Employee) | | | | | | |
| Spouse + Child(ren) AD&D | 01/01/2023 | 01/01/2023 | \$40,000 | | Christopher Robin | \$0.40 |
| Lincoln Financial Group (Family) | | | | | | |
| EAP | 09/01/2022 | 08/30/2022 | | | | Included |

Waived Benefits 11 items

| | |
|-----------------------|--------|
| Medical | Waived |
| Accident | Waived |
| Critical Illness | |
| HSA | |
| Basic Life | |
| Basic AD&D | |
| Short Term Disability | |
| Voluntary Life | |
| Spouse Life | |
| Child Life | |

Total Benefits Cost 1 item

| Company Contribution | Employee Cost | Credits | Net Cost |
|----------------------|---------------|---------|----------|
| \$10.14 | \$38.54 | \$0.00 | \$38.54 |

Attachments

Drop files here

or

Select files

Electronic Signature

LEGAL NOTICE: Please Read

Your Name and Password are considered your "Electronic Signature" and will serve as your confirmation of the accuracy of the information being submitted. When you check the "I AGREE" checkbox, you are certifying that:

Workday Benefits – New Hire Enrollment

Benefits

- Once you have reviewed, you will need to provide an electronic signature by clicking on the “**I Accept**” box.



Electronic Signature

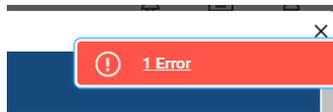
LEGAL NOTICE: Please Read

Your Name and Password are considered your “Electronic Signature” and will serve as your confirmation of the accuracy of the information being submitted. When you check the “I AGREE” checkbox, you are certifying that:

1. You understand that your benefit elections are legal and binding transactions.
2. You understand that if you are married, your dependent Spousal Coverage Elsewhere selection is legally binding.
3. You understand that all benefits are contingent upon your enrollment and acceptance by your HR representative and by your insurance carriers or benefit providers.

I Accept

- You must click the “I Accept” box. If you do not click this box before hitting submit you will get an error message.



- Click “**Submit**”



- As always, if you need assistance our Benefits Department can be reached by phone or email.
 - Enrollment Center: 877-626-6419
 - Werner Benefits: 877-856-7711 or Ext: 1005087
 - Werner Benefits Fax: 402-894-3029
 - benefits@werner.com