

# MDL Additional Benefits

## Tuition Reimbursement:

Regular full-time employees are eligible to receive educational tuition reimbursement up to \$8,000 per year for approved courses which are directly related to the employee's present job, or courses that may enhance his/her potential advancement within MDL.

## Vacation:

MDL believes that a period of rest and relaxation improves employee morale and productivity. Accordingly, MDL has developed an enhanced vacation policy that encourages employees to take regular vacations. Accrual Schedule as follows:

<u>Length of Service From Date of Hire</u>	<u>Number of Days Paid Vacation</u>
Up to 2 years	10 days per year
After 2 years	12 days per year
After 3 years	15 days per year
After 5 years	18 days per year
After 8 years	20 days per year
After 12 years	25 days per year
After 20 years	30 days per year

## Holiday Policy:

MDL provides nine scheduled holidays for regular full-time employees. In addition to the nine scheduled holidays per year, regular employees may elect two additional days off as floating holidays. New employees hired after July 1st are not entitled to a floating holiday until the following calendar year.

## Employee Referrals:

Become a Headhunter in your spare time! If an employee refers an eligible individual for a regular, full-time position and the person is hired, the employee will receive between a \$1,000 to \$5,000 referral fee. Watch for periodic participation contests for free trips, etc.

- \$1000 - Admin.Hire
- \$2000 - Tech Hire
- \$3000 - Special of the Month
- \$4000 - Senior Level
- \$5000 - When we're REALLY desperate

## Patty's Wagon Café (SL):

Patty's Wagon Café is located on-site. Our caterer prepares fresh daily sandwiches, soups, salads, and specials of the week.

## Day Care Center (SL):

MDL has a contract with the International Child Resource Institute (ICRI) for employees to receive child care for their infants, toddlers, and preschoolers at a center less than a mile from our office. Employees will receive a 20% discount on their cost of care.

## MFASG'S, Picnics & Holiday Parties:

Monthly Friday Afternoon Social Gatherings (MFASG's) are generally held on-site once a month on a Friday afternoon from 3:00 pm to 5:00 pm. The purpose of these gatherings is to recognize employee achievements and foster communication among all MDL employees. Each month features a fun theme from costumed Halloween competitions to carnivals and craft fairs, etc.

## Health Club:

MDL provides employees with gym passes to the 24-Hour Fitness Center (or local equivalent) and access to the lap pool at the San Leandro Girls and Boys Club.

## Commuter Checks (SL/SF):

Commuter Checks- \$60.00 value each month (BART, bus, etc.)

## Dry Cleaning (SL):

MDL has an account with Purple Tie online dry cleaning & laundry service. Purple Tie comes to the office twice a week to pick-up and deliver your laundry.

## Credit Union:

MDL offers membership to the AEA Credit Union. This benefit includes savings, checking, IRA and T-Bill accounts; low interest loans; automatic teller machine access and various other features.

## Automatic Deposit:

MDL has automatic deposit up to two checking accounts and two savings accounts.

## Discount Cards

Employee membership and discount cards for various recreational activities and amusement parks.

## Long-Term Service Bonus:

Long-term employees get an extra week of time off with an extra week of pay on their 15<sup>th</sup> and each succeeding 5<sup>th</sup> year anniversary.

## Flexible Work Schedules!

## Telecommuting!

## Casual Everyday!

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