



EMPLOYMENT BENEFITS FACT SHEET - DUBLIN

The following provides a summary of the TMG employment benefits package. The information in this document is provided for guidance only. You should refer to your contract of employment for confirmation. All company benefits are reviewed on an annual basis and TMG has the right to change the benefits to which it believes are competitive, cost-effective and compliant with statutory regulations. Some benefits will be subject to ROI taxation rules. If you require further information please contact your local HR Team.

Benefit	Eligibility	Benefit Summary
Annual Leave	All employees	<ul style="list-style-type: none"> • 25 – 28 days per annum. • Full annual holiday entitlement will be 5 weeks per year and if you have completed 12 month's service at the start of the holiday year, you will be entitled to 26 day's holiday. This increases to 27 days if you have completed 3 year's service at the 1st April or with 5 year's service at the 1st April, to 28 day's holiday. If you work more or less than the standard contracted hours and commence service part-way through the year then your entitlement will be adjusted to reflect this.
Pension	All employees after successful completion of probationary period	<ul style="list-style-type: none"> • PRSA facility available to staff from start date • Employer contribution of 5% of pensionable salary (if staff member contributes 3%) available to all employees on successful completion of probationary period • All enquires should be directed to HR.
Private Medical Insurance	All employees based on length of service	<ul style="list-style-type: none"> • Membership of the VHI Company Plan Plus scheme is offered to employees based on length of service as follows: <ul style="list-style-type: none"> ○ 3–12 months Employer contribution = 50% of cost ○ 13–24 months Employer contribution = 75% of cost ○ 24+ months Employer contribution = 100% of cost
Life Assurance	All employees are covered from the 1 st day of employment	<ul style="list-style-type: none"> • 4 times pensionable salary in the event of death whilst employed by the Company • Employees must complete a 'Nomination' form and return to HR.
Eye Care Discounts at Vision Express	All employees and family members	<ul style="list-style-type: none"> • TMG has registered with the Vision Express "Vision Select" scheme. This provides savings on various eye care products such as spectacles, contact lenses and eye examinations at Vision Express stores throughout Ireland. A leaflet providing discount vouchers is available from the HR team.
Employee Assistance Programme (EAP)	All employees (including immediate family members residing in the same household) from 1st day of employment	<ul style="list-style-type: none"> • Confidential 24 hour helpline, providing legal and financial advice, general information and citizen's advice services. • Telephone and face to face counseling available. • You can access the EAP as often as you like and the service is free on the following telephone number 1800 409814 or via the internet at www.lifeworks.com (User ID trader, password media).