Your Benefits Summary Plan Description

DISCOVER
your WORLD of benefits

Introduction

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Dear Active Employee:

Previously you were provided with *Your Book of Benefits as* a three-ring binder or CD, which outlined the benefits available to you as an active employee.

Due to the many legal and plan design changes *Your Book of Benefits* is being replaced with ***Your Benefits Summary Plan Description,*** which contains current plan information.

Your Benefits Summary Plan Description is available to view or download at http://benefits.ornl.gov/spd/default.aspx. You may also request a CD or print copy by contacting ornlbenefits@ornl.gov .

If you have any questions or need assistance, you may access the ORNL Benefits website at https://portal.ornl.gov/sites/hrd/benefits/Pages/default.aspx or contact the ORNL Benefits Service Center at 1-800-211-3622.

Sincerely yours,

Mark Wagner

Manager, Employee Benefits

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