

Benefits Handbook Date November 1, 2018

# Individual Disability Insurance Plan

## Marsh & McLennan Companies



# Individual Disability Insurance Plan

*Marsh & McLennan Companies offers you the ability to supplement your long term disability insurance protection to cover a higher percentage of your income including bonus and commissions, if you become disabled.*

*If approved by the CLAIMS ADMINISTRATOR, the Plan provides you with a MONTHLY BENEFIT of 60% of your COVERED BENEFIT AMOUNT, up to \$15,000 per month\* in addition to any benefit you may receive from the Basic Long Term Disability Plan, Optional Long Term Disability Plan and/or Long Term Disability Bonus Income Plan.*

\* Please see "How the Plan Works" on page 8 under "The Plan at a Glance" on page 1 for important information about the calculation of benefits under the Plan.

## SPD and Plan Document

This section provides a summary of the Individual Disability Insurance Plan (Plan) as of September 1, 2018.

This section, together with the *Administrative Information* section and the applicable section about participation, forms the Summary Plan Description and plan document of the Plan.

## A Note about ERISA

The Employee Retirement Income Security Act of 1974 (ERISA) is a federal law that governs many employer-sponsored plans including this one. Your ERISA rights in connection with this Plan are detailed in the *Administrative Information* section.

## Contents

<b>The Plan at a Glance .....</b>	<b>1</b>
<b>Participating in the Plan .....</b>	<b>3</b>
Enrollment .....	3
Changing Coverage .....	5
When Coverage Starts .....	6
When Coverage Ends .....	6
Cost of Coverage .....	7
<b>Taxes .....</b>	<b>8</b>
<b>How the Plan Works.....</b>	<b>8</b>
Disability Explanation .....	10
Pregnancy .....	10
Mental Health and Substance Abuse .....	10
Exclusions .....	12
Returning to Work Benefits .....	12
<b>Disability Payment Details .....</b>	<b>13</b>
Getting Paid.....	13
<b>Other Sources of Disability Benefits .....</b>	<b>14</b>
<b>Filing a Claim.....</b>	<b>14</b>
<b>Glossary.....</b>	<b>15</b>

## The Plan at a Glance

Plan Feature	Highlights
<b>How the Plan Works</b>	<ul style="list-style-type: none"> <li>▪ If approved by the CLAIMS ADMINISTRATOR, the Plan provides you with a MONTHLY BENEFIT of 60% of your COVERED BENEFIT AMOUNT, up to \$15,000 per month.</li> <li>▪ The Plan offers two COVERAGE OPTIONS:               <ul style="list-style-type: none"> <li>– Maximum coverage option of 60% of monthly ELIGIBLE INSURABLE INCOME up to a maximum of \$15,000 per month.*</li> <li>– Reduced coverage option of 50% of your monthly maximum Individual Disability Insurance benefit.*</li> </ul> </li> <li>▪ The Plan provides you with the monthly benefit stated in your Individual Disability Insurance policy.</li> <li>▪ See “How the Plan Works” on page 8 for details.</li> </ul> <p><b>*Importantly</b>, the calculation of the Individual Disability Insurance benefit payable to you upon a Disability is automatically reduced by the value of benefits offered under the Marsh &amp; McLennan Companies Basic Long Term Disability Plan (Basic LTD), Optional Long Term Disability Plan (Optional LTD) and Long Term Disability Bonus Income Plan (Bonus LTD), <b>regardless of whether you participate in the Optional LTD and Bonus LTD plans.</b></p>
<b>Eligibility</b>	<ul style="list-style-type: none"> <li>▪ If you are an employee of Marsh &amp; McLennan Companies or any subsidiary or affiliate of Marsh &amp; McLennan Companies and you meet the eligibility criteria, you are eligible to participate in the Individual Disability Insurance Plan.</li> <li>▪ See “Participating in the Plan” on page 3 for details.</li> </ul>
<b>Enrollment</b>	<ul style="list-style-type: none"> <li>▪ The Individual Disability Insurance plan year starts September 1<sup>st</sup>. As a newly eligible participant, you can enroll in the Plan during the Annual Enrollment period (normally in July of each year).</li> <li>▪ See “Participating in the Plan” on page 3 for details.</li> </ul>
<b>Cost of Coverage</b>	<ul style="list-style-type: none"> <li>▪ If you elect Individual Disability Insurance coverage, you pay the full cost for coverage.</li> <li>▪ See “Participating in the Plan” on page 3 for details.</li> </ul>

Plan Feature	Highlights
<b>Contact Information</b>	<p><b><i>For more information, contact:</i></b>            Unum Group (Unum)            The Benefits Center            P.O. Box 100262            Columbia, SC 29202-3262            Phone: +1 800 633 7490 (Monday through Friday 8:00 am – 8:00 pm ET)            Fax: +1 866 562 4794</p> <p><b><i>For filing a claim, contact:</i></b>            Unum Group (Unum)            The Benefits Center            P.O. Box 100262            Columbia, SC 29202-3262            Phone: +1 888 226 7959 (Monday through Friday, 8:00 am – 8:00 pm ET)            Fax: +1 866 562 4794            Email: <a href="mailto:benefitsintake@unum.com">benefitsintake@unum.com</a>  <a href="http://www.unum.com/claims">www.unum.com/claims</a></p> <p><b><i>For claims appeal, contact:</i></b>            Unum Group (Unum)            The Appeals Unit            P.O. Box 15112            Worcester, MA 01515-0112            Fax: +1 866 562 4794</p> <p>Marsh &amp; McLennan Companies does not administer this Plan. Unum's decisions are final and binding.</p>

## Participating in the Plan

### *Eligibility*

If you are an employee of Marsh & McLennan Companies or any subsidiary or affiliate of Marsh & McLennan Companies and you meet the requirements set forth below, you are eligible to participate in the Individual Disability Insurance Plan.

### *Eligibility Requirements*

#### *Marsh & McLennan Companies Employees (other than MMA or Mercer PeoplePro)*

You are eligible if you are an employee classified on payroll as a US regular employee of Marsh & McLennan Companies or any subsidiary or affiliate of Marsh & McLennan Companies (other than Marsh & McLennan Agency LLC and any of its subsidiaries (MMA) or Mercer PeoplePro). In addition, you must have ELIGIBLE INSURABLE INCOME as defined for purposes of the Individual Disability Insurance Plan. See “What is Eligible Insurable Income for the Individual Disability Insurance Plan?” on page 4 for details.

Individuals who are classified on payroll as temporary employees, who are compensated as independent contractors or who are employed by any entity in Bermuda, Barbados or Cayman Islands are not eligible to participate.

#### *MMA Employees*

You are eligible if you are an employee classified on payroll as a US regular employee of Marsh & McLennan Agency LLC – Corporate (MMA-Corporate), Marsh & McLennan Agency LLC – Northeast (MMA-Northeast) or Marsh & McLennan Agency LLC – Alaska (MMA-Alaska). In addition, you must have eligible insurable income as defined for purposes of the Individual Disability Insurance Plan. See “What is Eligible Insurable Income for the Individual Disability Insurance Plan?” on page 4 for details.

Individuals who are classified on payroll as temporary employees or who are compensated as independent contractors are not eligible to participate.

## Enrollment

The Individual Disability Insurance Plan year starts on September 1<sup>st</sup>.

As a newly eligible participant, you can:

- enroll in an applicable coverage option during the Plan’s enrollment period without going through MEDICAL UNDERWRITING.

“You,” “Your,” and “Employee”

As used throughout this plan summary, “employee”, “you” and “your” always mean:

- For Marsh & McLennan Companies participants: a US regular employee of Marsh & McLennan Companies or any subsidiary or affiliate of Marsh & McLennan Companies (other than MMA or Mercer PeoplePro).
- For MMA participants: a US regular employee of MMA-Corporate, MMA-Alaska, or MMA-Northeast.

As a currently eligible participant with waived coverage, you can:

- enroll in an applicable coverage option during the Plan's enrollment period with medical underwriting.

Coverage begins September 1 if you elect coverage when you are first eligible.

### *What is Eligible Insurable Income for the Individual Disability Insurance Plan?*

The ELIGIBLE INSURABLE INCOME includes any one or more of the following:

- a minimum base salary of \$520,000; or
- current year bonus compensation as defined by the Marsh & McLennan Companies Long Term Disability Bonus Income\* Plan of \$300,000 or higher; or
- commissionable compensation of \$10,000 or more paid as of December 31 of the previous year.

Importantly, the calculation of the Individual Disability Insurance benefit amount is automatically reduced by the value of benefits offered under the Marsh & McLennan Companies Basic Long Term Disability (Basic LTD), Optional Long Term Disability (Optional LTD) and Long Term Disability Bonus Income Plan (Bonus LTD), **regardless of whether you participate in the Optional LTD and Bonus LTD plans.**

\*For definition of bonus compensation under the Marsh & McLennan Companies Long Term Disability Bonus Income Plan, see the *Long Term Disability Bonus Income Plan* section.

### *How do I enroll?*

During the enrollment period, you will be provided with specific instructions for enrolling and the time frame for enrolling.

Coverage begins September 1 if you elect coverage during the enrollment period when you are first eligible.

### *Do I have to go through medical underwriting to get coverage from the Individual Disability Insurance Plan?*

If you enroll in the timeframe specified when you are first eligible, medical underwriting is not required. You will only need to answer a few questions related to being actively at work and recent hospitalizations.

If you do not enroll in the timeframe specified when you are first eligible, medical underwriting may be required.

### *What does "No Medical Underwriting Required" mean?*

If you are newly eligible and enroll during a designated enrollment period and are actively at work, you will not be required to go through full medical underwriting. You will

only need to answer a few questions related to being actively at work and recent hospitalizations. No medical history records will need to be submitted and no physician visit will be required. If you defer enrollment until a subsequent year, you may be subject to full medical underwriting at that time. For Catastrophic Disability Benefits, you will be asked to meet additional requirements.

### *What is Guaranteed Standard Issue (GSI) coverage?*

Guaranteed Standard Issue (GSI) is the MONTHLY BENEFIT amount that you can apply for without medical underwriting. GSI coverage is contingent on your answering a few questions in regard to being actively at work and recent hospitalizations at the time you submit your application for Individual Disability Insurance coverage.

### *What is the GSI benefit maximum?*

The GSI benefit maximum is \$15,000 per month. Your individual GSI benefit amount is calculated based on the Individual Disability Insurance plan design and your Eligible Insurable Income and could be less than the maximum.

### *Can the terms of my Individual Disability Insurance policy be changed without my consent?*

No. As long as premiums are paid on time, your Individual Disability Insurance policy cannot be canceled and the policy provisions cannot be changed. The premiums for your policy will not change unless you choose to increase your coverage during a future enrollment.

### *Do I have to re-enroll for coverage each year?*

You do not need to re-enroll for coverage each year. Once enrolled, your coverage will either stay the same or automatically increase as your covered compensation increases. You can also choose not to increase your coverage as your covered compensation increases and your policy and premium will remain the same. See "Will my cost change for Individual Disability Insurance coverage?" on page 7 for more information.

## Changing Coverage

Contact Unum at +1 800 733 7490 to change coverage.

### *Can I change my Individual Disability Insurance Plan coverage option?*

You can decrease your coverage option or end coverage at any time during the year. However, if you decrease or cancel coverage, you cannot revert back to the original coverage level without MEDICAL UNDERWRITING.

### *Can I increase my Individual Disability Insurance benefit in future years?*

Yes. You have the option of increasing your benefit amount as your ELIGIBLE INSURABLE INCOME increases with no medical underwriting, up to the Guaranteed Standard Issue maximum coverage option benefit payable of \$15,000 per month. Your premium will



increase for the additional benefit amount, or you can choose not to have your Individual Disability Insurance benefit increased and your premium will remain the same. Increases will take place on or about the time of each year's annual enrollment period. Your premium for your initial Individual Disability Insurance policy benefit will not increase. See "Will my cost change for Individual Disability Insurance coverage?" on page 7 for more information.

### *Can I discontinue Individual Disability Insurance at any time?*

Yes, you may terminate Individual Disability Insurance coverage at any time. Contact Unum to cancel your coverage.

## When Coverage Starts

Coverage starts on September 1 if you:

- are ACTIVELY-AT-WORK, and
- elected coverage when you were first eligible, and
- application for coverage is approved by Unum.

If you are absent from work due to DISABILITY or leave of absence on the date your coverage would have become effective, your coverage will not become effective until you work one regular working day. Unum will only issue an Individual Disability Insurance policy to eligible individuals who are actively-at-work.

## When Coverage Ends

### *When does eligibility in the Plan end?*

Your eligibility for Individual Disability Insurance Plan coverage will continue until the earliest of the following:

- the date of your death
- the date the Plan is terminated
- the date you discontinue coverage
- the date your employment is terminated
- non-payment of premium.

The Plan includes a portability feature that allows you to continue coverage on a direct bill basis after your termination of employment.

### *Can I take my Individual Disability Insurance policy with me if I leave the Company?*

Yes. You own this policy and you can take it with you and retain the same rate including the discount applicable because it is offered to employees of Marsh & McLennan Companies.

### *How do I continue my Individual Disability Insurance policy when I leave the Company?*

If for any reason your employment with Marsh & McLennan Companies is terminated, you are eligible to continue coverage under your Individual Disability Insurance policy. When Marsh & McLennan Companies notifies Unum of your termination of employment, Unum will provide you with a description of the rules regarding portability and how you can continue coverage under your individual policy.

### Cost of Coverage

If you elect Individual DISABILITY Insurance coverage, you pay the full cost for coverage. The cost is based on your age, tobacco use, occupation and coverage amount (which is based on your ELIGIBLE INSURABLE INCOME) at the time your coverage becomes effective.

Your cost is guaranteed to stay the same until your 65<sup>th</sup> birthday or fifth anniversary of the policy, if later. Generally, the younger you are when you purchase your coverage, the lower your premium will be.

### *Is the cost of Individual Disability Insurance discounted?*

Yes. Your rate is discounted by 25% because Individual Disability Insurance is being offered through Marsh & McLennan Companies. The rate shown in your personalized enrollment materials reflect this discount.

### *Are the premiums the same for tobacco users and non-tobacco users and do the rates vary by gender?*

Tobacco users' rates are approximately 25% higher than non-tobacco users. Rates are the same for men and women.

### *Will my cost change for Individual Disability Insurance coverage?*

Your cost is guaranteed to stay the same until your 65<sup>th</sup> birthday or fifth anniversary of the policy, if later.

Each year, benefits will be reviewed based on adjustments in your income. If it is determined that, based on a compensation adjustment, you are eligible to increase your benefit/coverage, Unum will send you a letter of notification via mail about the coverage, increase amount and corresponding premium. Your Individual Disability Insurance policy benefit and the corresponding cost will automatically be adjusted (up to the plan maximum MONTHLY BENEFIT), unless you affirmatively decline the increase by returning the letter of notification to Unum.\* You will pay an additional premium for the new coverage based on your attained age. The cost of your initial coverage amount will not increase. Generally, these changes may occur each September 1.

\*If you reside in California, you will need to sign and return the letter of notification to Unum electing the increase in benefit and premium.

### *Is there a waiver of premiums once I am certified as disabled?*

After 90 days of disability, all future premiums will be waived while you receive benefits under the policy and any premium paid during the 90 day period will be refunded.

## Taxes

### *Do I pay for coverage with before-tax or after-tax dollars?*

You pay for your Individual Disability Insurance Plan with after-tax dollars which are deducted from your paycheck.

### *Do I pay taxes on the long term disability payments I receive?*

Your Individual Disability Insurance benefit is not taxable.

## How the Plan Works

The Individual DISABILITY Insurance Plan provides an additional level of income replacement for ELIGIBLE INSURABLE INCOME if you elect coverage. Approved benefits begin to be paid after you satisfy the 180 day ELIMINATION PERIOD (waiting period) after the date you become disabled.

The Plan offers two COVERAGE OPTIONS: (1) maximum coverage option: 60% of monthly eligible insurable income, up to a monthly maximum of \$15,000, (2) 50% of your monthly maximum IDI benefit. *If you are approved by the CLAIMS ADMINISTRATOR, the Plan provides you with the MONTHLY BENEFIT stated in your Individual Disability Insurance policy.*

Importantly, the calculation of the Individual Disability Insurance benefit payable to you upon a disability is automatically reduced by the value of benefits offered under the Marsh & McLennan Companies Basic Long Term Disability Plan (Basic LTD), Optional Long Term Disability Plan (Optional LTD) and Long Term Disability Bonus Income Plan (Bonus LTD), **regardless of whether you participate in the Optional LTD and Bonus LTD plans.**

### *How is the Individual Disability Insurance benefit calculated?*

Your Individual Disability Insurance Plan benefit is calculated based on 60% of your Eligible Insurable Income less the value of benefits offered under the Marsh & McLennan Companies Basic Long Term Disability, Optional Long Term Disability and Long Term Disability Bonus Income plans (collectively, Marsh & McLennan Companies Group LTD), up to a maximum of \$15,000 per month. The calculation uses a Bonus LTD assumption of an election for coverage of 100% of your bonus.

Below is an example of the Individual Disability Insurance calculation for a colleague with Eligible Insurable Income that includes an annual base salary of \$500,000, an eligible bonus under Bonus LTD of \$500,000 and no commissions.

Sample Individual Disability Insurance Benefit Calculation	
	Base Salary: \$500,000
	Bonus: \$500,000
	Commissions: \$0
<b>A.</b>	<b>Total Eligible Insurable Income</b> <span style="float: right;">\$1,000,000</span>
<b>B.</b>	<b>IDI Benefits Percentage</b> <span style="float: right;">60%</span>
<b>C.</b>	<b>Total Annual Individual Disability Insurance Plan Benefit (A x B)</b> <span style="float: right;">\$600,000</span>
<b>D.</b>	<b>Total Monthly Individual Disability Insurance Plan Benefit (C/12)</b> <span style="float: right;">\$50,000</span>
<b>E.</b>	<b>Monthly Marsh &amp; McLennan Companies Group LTD Benefit*+</b> <span style="float: right;">\$40,000</span>
<b>F.</b>	<b>Total Monthly Individual Disability Insurance Plan Benefit Minus Total Marsh &amp; McLennan Companies Monthly Group LTD Benefit (D - E)</b> <span style="float: right;">\$10,000</span>
<b>G.</b>	<b>Option 1: Individual Disability Insurance Plan Monthly Maximum Coverage Option Benefit</b> <span style="float: right;">\$10,000</span>
	<b>Option 2: Individual Disability Insurance Plan Monthly Reduced Coverage Option Benefit</b> <span style="float: right;">\$5,000</span>

\* Marsh & McLennan Companies Basic LTD = Annual Salary of \$500,000 \* 40%/12 = \$16,666

Marsh & McLennan Companies Optional LTD = Annual Salary of \$500,000 \* 20%/12 = \$8,333

Marsh & McLennan Companies Bonus LTD+ = Bonus of \$300,000 \* 60%/12 = \$15,000

+ Bonus LTD covers bonuses up to a maximum of \$300,000, so \$200,000 of the \$500,000 bonus is not eligible under Bonus LTD. Bonus LTD's maximum monthly payment is \$15,000.

Total Marsh & McLennan Companies Group LTD Benefits = \$40,000 (\$16,666 + \$8,333 + \$15,000)

### *Why is my Individual Disability Insurance benefit calculation reduced by the value of benefits offered under Marsh & McLennan Companies Group LTD?*

It is industry standard for disability insurance like Individual Disability Insurance to reduce the Individual Disability Insurance benefit by group plan benefits when Individual Disability Insurance is offered through an employer, such as Marsh & McLennan Companies.

### *Can I still elect to enroll in Individual Disability Insurance if I am not enrolled in the Marsh & McLennan Companies Optional LTD and Bonus LTD plans?*

Yes. You are still eligible to elect an Individual Disability Insurance benefit. Your Individual Disability Insurance benefit will be calculated as if you were enrolled in all three Marsh & McLennan Companies Group LTD plans.

***Can my Individual Disability Insurance benefit be calculated without a reduction of Marsh & McLennan Companies' Group Optional Long Term Disability and Long Term Disability Bonus Income plans?***

No. The calculation of your Individual Disability Insurance benefit automatically is reduced by the value of benefits offered under Marsh & McLennan Companies Group LTD plans, regardless of whether you participate in the Optional LTD and Bonus LTD plans. The calculation uses a Bonus LTD assumption of an election for coverage of 100% of your bonus.

***What factors are taken into consideration for the determination of the Individual Disability Insurance benefit?***

The Individual Disability Insurance benefit is based on age, coverage amount (which is based on your ELIGIBLE INSURABLE INCOME), occupation and tobacco use.

## Disability Explanation

***What is the Plan's definition of disability?***

To be considered disabled for Individual Disability Insurance, you must be "totally" disabled in your occupation, which means that you are unable to work in your occupation, not working in any other occupation and are under the care of a physician. Medical certification of DISABILITY is required and you must be under the regular care of a licensed physician who is qualified to treat your condition. You or your doctor may be asked periodically to provide proof of your continuing disability. You may be eligible for benefits if a mental health condition or substance abuse problem prevents you from performing your job. Consult your policy documents for details. As with any disability, you must satisfy the requirements of an eligible disability, and your disability must be approved by the CLAIMS ADMINISTRATOR. Please be advised that the disability definition for Individual Disability Insurance may differ from the definition of disability for the other Marsh & McLennan Companies Group LTD plans.

## Pregnancy

***Will I receive Individual Disability Insurance Plan benefits if I am pregnant?***

You may be eligible for benefits from the Individual Disability Insurance Plan if your pregnancy, childbirth or any complications prevent you from performing your job for more than six months. As with any DISABILITY, you must satisfy the requirements of an eligible disability, and your disability must be approved by the CLAIMS ADMINISTRATOR.

## Mental Health and Substance Abuse

### ***Mental Health***

***Can I receive benefits from the Individual Disability Insurance Plan if I have a mental health condition?***

You may be eligible for benefits from the Individual Disability Insurance Plan if your mental health condition prevents you from performing your job. As with any DISABILITY,

you must satisfy the requirements of an eligible disability, and your disability must be approved by the CLAIMS ADMINISTRATOR.

There is a two year maximum benefit for mental health conditions, if not hospitalized.

### *Are benefits limited for mental health conditions?*

If you become disabled (as determined by the Claims Administrator) because of a mental health condition that results from any cause, then, subject to all other Plan provisions, benefits will be payable:

- only for so long as you are confined in a hospital or other place licensed to provide medical care for the disabling condition; or
- when you are not so confined, a total of 24 months (excluding the 180 day ELIMINATION PERIOD) for all such disabilities during your lifetime.

Mental health condition means any psychological, behavioral or emotional disorder or ailment of the mind, including physical manifestations of psychological, behavioral or emotional disorders, but excluding demonstrable, structural brain damage.

### *Substance Abuse*

#### *Can I receive benefits under the Individual Disability Insurance Plan if I have a substance abuse problem?*

You may be eligible for benefits from the Individual Disability Insurance Plan if your substance abuse problem prevents you from performing your job. As with any DISABILITY, you must satisfy the requirements of an eligible disability, and your disability must be approved by the Claims Administrator.

There is a two year maximum benefit, if not hospitalized.

### *Are benefits limited for substance abuse?*

If you become disabled (as determined by the Claims Administrator) because of alcoholism or the non-medical use of narcotics, sedatives, stimulants, hallucinogens, or any other such substance then, subject to all other Plan provisions, benefits will be payable:

- only for so long as you are confined in a hospital or other place licensed to provide medical care for the disabling condition; or
- when you are not so confined, a total of 24 months (excluding the 180 day ELIMINATION PERIOD) for all such disabilities during your lifetime.

### *What is the Catastrophic Disability Benefit?*

The Catastrophic Disability Benefit provides a MONTHLY BENEFIT in addition to the base policy benefit in the event of certain catastrophic disabilities that are likely to increase your living expenses. A Catastrophic Disability is defined as the loss of two or more Activities of Daily Living, including bathing, dressing, eating, toileting, continence and

transferring; cognitive impairment; or presumptive disability (the total and permanent loss of hearing, sight, speech or the use of two limbs).

## Exclusions

### *Are there any restrictions or exclusions?*

Yes. No benefit is paid for:

- disabilities not treated by a licensed physician who is qualified to treat your condition
- intentionally self-inflicted injuries
- disabilities as a result of declared or undeclared war or act of war
- disabilities as a result of the commission of a felony.

## Returning to Work Benefits

### *What is the Rehabilitation Benefit?*

The Rehabilitation Benefit can help you regain your self-sufficiency as soon as possible. While you are disabled and receiving benefits, the Individual Disability Insurance Plan may pay rehabilitation expenses not covered by other benefits.

### *What is the Work Incentive Benefit?*

The Work Incentive Benefit, a feature of the residual disability benefit, provides when you return to work on a part time basis, short-term MONTHLY BENEFITS during the first twelve months of a compensable residual disability. These short term incentive benefits are equal to the difference between your pre-disability earnings and your current earnings, for up to 100% income replacement subject to the maximum benefit amount.

### *What is the Residual Disability Benefit?*

The Residual Disability Benefit is a benefit that pays when you come back to work but are still unable to perform some job duties and incur a loss of earnings of at least 20%.

### *What is a Recovery Benefit?*

The Recovery Benefit provides a benefit for up to one year if you fully recover, return to full-time work in your occupation but you continue to lose earned income due to your prior DISABILITY. This benefit is paid while you re-establish your earnings base. The amount you are paid is based on the percentage of earnings you lose.

### *What happens to my Individual Disability Insurance benefit if I return to work part-time?*

If you are able to return to work part-time and experience at least a 20% reduction of income due to your disability, a partial benefit will be paid in proportion to the reduction in your income.

## Disability Payment Details

### *How are Individual Disability Insurance Plan benefits paid determined?*

Individual Disability Insurance Plan benefits are paid by the CLAIMS ADMINISTRATOR on a monthly basis.

### *Maximum Benefit*

The Plan's maximum benefit amount is \$15,000 per month.

## Getting Paid

If you elect this coverage and qualify for long term disability benefits, your payments will begin under the Individual Disability Insurance Plan 180 days after the date you were disabled provided you meet all other plan requirements.

### *Benefits Payment Method*

MONTHLY BENEFITS are paid by the CLAIMS ADMINISTRATOR by either check or direct deposit to a bank account you designate.

### *Payment Period*

Your payments will end on the earliest of the following:

- you cease to be disabled (as determined by the Claims Administrator)
- you die
- you reach age 65 (if your birthday is on the first of the month. Otherwise, payments continue until the end of the month in which you reach age 65.), unless you become disabled on or after age 61 (see the "Benefit Schedule Based on Age" on page 13 for details)
- you reach the DISABILITY benefit limit for mental health and/or substance abuse.

### *Payment Period Exceptions*

There are exceptions to the normal payment period if:

- you become disabled on or after age 62.

### *Benefit Schedule Based on Age*

#### *How long are benefits paid if I become disabled on or after age 61?*

Provided you meet the Individual Disability Insurance eligibility requirements, if you become disabled on or after age 61, benefits will be paid according to the schedule below (based on your age at the time you became disabled):

- age 61 but before age 62, benefits will be paid up to a maximum of 4 years



- age 62 but before age 63, benefits will be paid up to a maximum of 3½ years
- age 63 but before age 64, benefits will be paid up to a maximum of 3 years
- age 64 but before age 65, benefits will be paid up to a maximum of 2½ years
- at or after age 65, but before age 75, benefits will be paid up to a maximum of 2 years
- at or after age 75, benefits will be paid up to a maximum of 1 year.

## Other Sources of Disability Benefits

### *What impact does receiving other disability income benefits have on my Individual Disability Insurance Plan benefit?*

Your Individual Disability Insurance Plan benefit is not reduced by any disability income you receive (other than as described for the reduction for the value of benefits offered under the Marsh & McLennan Companies Group LTD plans), such as Social Security. You receive the full benefit as described in your policy.

### *Can I receive LTD benefits under the Marsh & McLennan Companies Group LTD plans at the same time as my Individual Disability Insurance benefits?*

Yes, if you are approved by the CLAIMS ADMINISTRATOR of Marsh & McLennan Companies Group LTD plans. Your Individual Disability Insurance benefit will pay in addition to any benefits under the Marsh & McLennan Companies Group LTD plans. Whether or not you are enrolled in Optional LTD or Bonus LTD, your Individual Disability Insurance benefit will be reduced by the value of the benefits offered under Optional LTD and Bonus LTD.

## Filing a Claim

### *How do I file a claim?*

When it is anticipated that you may be eligible for payments from the Individual Disability Insurance Plan once you have been disabled for more than four months, contact Unum at +1 888 226 7959, any business day, 8:00 am through 8:00 pm ET to start the claim process with Unum.

### *Who decides if I am eligible to receive a disability benefit payment?*

The CLAIMS ADMINISTRATOR has full discretion and authority to determine eligibility to receive BENEFIT PAYMENT under the Plan. Please see the *Administrative Information* Section for more information.

The Administrative Information Section describes special rules, procedures and deadlines that apply to appeals of benefit determinations and denied claims, and your special legal rights under ERISA.

## Glossary

### ACTIVELY-AT-WORK

---

You are “Actively-At-Work” if for 90 days prior to and including the application date, you must (1) not have missed one or more days of work or been homebound or admitted to a medical facility due to injury or sickness, and (2) not have had any restrictions or limitations to the ability to work on a full time basis due to injury or sickness.

### BENEFIT PAYMENT

---

The benefit payment is the amount stated in your individual disability insurance policy.

### CLAIMS ADMINISTRATOR

---

Unum

The Benefits Center

P.O. Box 100262

Columbia, SC 29202-3262

Phone: +1 888 226 7959 (Monday through Friday 8:00 am – 8:00 pm ET)

Fax: +1 866 562 4794

Email: [benefitsintake@unum.com](mailto:benefitsintake@unum.com)

[www.unum.com/claims](http://www.unum.com/claims)

### COVERAGE OPTIONS

---

The Plan offers two coverage options: (1) maximum coverage option of 60% of monthly ELIGIBLE INSURABLE INCOME to a maximum of \$15,000 per month, (2) 50% of your maximum monthly Individual Disability Insurance benefit amount.

The calculation of the Individual Disability Insurance benefit payable to you upon a disability is automatically reduced by the value of benefits offered under the Marsh & McLennan Companies Basic Long Term Disability Plan (Basic LTD), Optional Long Term Disability Plan (Optional LTD) and Long Term Disability Bonus Income Plan (Bonus LTD), **regardless of whether you participate in the Optional LTD and Bonus LTD plans.**

### COVERED BENEFIT AMOUNT

---

The covered benefit amount is the amount of benefit in force at the time of disability.

### DISABILITY

---

After the 180 day elimination period, you must be “totally” disabled in your occupation, which means you are unable to work in your occupation, not working in any other occupation and are under the care of a physician. Medical certification of disability is required and you must be under the regular care of a licensed physician who is qualified to treat your condition. You or your doctor may be asked periodically to provide proof of your continuing disability. You may be eligible for benefits if a mental health condition or substance abuse problem prevents you from performing your job. Consult your policy documents for details.

There is a two year maximum benefit for mental and substance abuse conditions, if not hospitalized.

### ELIGIBLE INSURABLE INCOME

---

Eligible Insurable Income means:

- A minimum base salary of \$520,000 or more, and/or
- Current year bonus compensation as defined by Marsh & McLennan Companies Long Term Disability Bonus Income Plan of \$300,000 or more, and/or
- Commissions of \$10,000 or more as of December 31 of the previous year.

### ELIMINATION PERIOD

---

The elimination period is the waiting period after you become disabled but before you can receive benefits. The Individual Disability Insurance elimination period is 180 days.

### MEDICAL UNDERWRITING

---

Medical underwriting requires that you answer a few questions related to being actively at work and recent hospitalizations. No medical history records will need to be submitted and no physician visit will be required.

### MONTHLY BENEFIT

---

The Plan pays a monthly benefit of 60% of your ELIGIBLE INSURABLE INCOME subject to a maximum of \$15,000.