

Summary of Benefits for Non-Exempt Employees of DRC

** Regular employees who meet all applicable requirements are eligible to participate in DRC's Core Benefits the first of the month following date of hire.*

Core Benefits

Health Insurance

Medical insurance coverage is administered by Blue Cross and Blue Shield of Minnesota. There are three medical plans available from which employees can select the coverage that best fits their needs. DRC and the employee share the cost of this benefit. Any applicable employee contributions may be made on a pre-tax basis.

Dental Insurance

Dental insurance coverage is administered by Delta Dental. There are two coverage options available allowing employees to select the option that best fits their needs. DRC and the employee share the cost of this benefit. Any applicable employee contributions may be made on a pre-tax basis.

Group Term Life Insurance/AD&D and Supplemental Life

DRC provides Group Term Life/Accidental Death and Dismemberment insurance coverage equal to each employee's annual base salary. DRC provides this benefit at no cost to the employee.

Employees may elect additional Supplemental Life/AD&D coverage for themselves as well as Life coverage for their dependents. The employee is 100% responsible for the cost of this benefit.

Travel Accident Insurance

Travel Accident Insurance is provided to all full-time and part-time DRC regular employees at no cost. Travel Accident Insurance protects employees while traveling on business and pays a benefit in the event of a covered accident.

401(K) Plan

All employees of DRC who meet eligibility requirements may participate in DRC's 401(k) plan. Currently, DRC matches 50% of the first 6% of your contribution. The employee's contribution AND employer match are 100% vested upon deposit into the plan.

Avesis Vision Plan

All regular employees working 30 or more hours per week are eligible to participate in the Avesis Vision Plan. This benefit is designed to provide you and your covered family members with tremendous savings for vision care items such as frames, lenses and contact lenses. The employee is 100% responsible for the cost of this benefit. Vision exams are covered under DRC's medical plans.

Time-Off Benefits

Vacation

Vacation time accrues with each pay period and begins accruing immediately upon hire. Vacation time is earned according to the following schedule for full-time employees working 40 or more hours per week.

Years of Service	Weeks Per Year
0-5	3
6-10	4
11-beyond	5

Holidays

DRC offers a generous holiday schedule. The actual number of holidays granted each year may vary and is dependent upon when certain holidays fall within the year.

Personal Time Off with Pay

Full-time, non-exempt employees are allowed 6 days of paid personal time every 12 months. Personal time is to be used for absences due to illness, doctor/dentist appointments, personal business, family emergencies or other things that cannot be attended to after work.

Community Service Leave

DRC encourages volunteerism by offering up to 8 hours paid community service leave per year to full-time regular employees who have completed one year of service. After two years of service, employees are eligible for up to 16 hours paid leave per year.

*Please note that your time-off benefits will be pro-rated if you work between 30 and 40 hours per week.

Additional Benefits

Profit Sharing

DRC employees may receive a share of DRC's profits if the company achieves its financial goals for the fiscal year. Continuation of profit sharing and the percentage of pay-out are discretionary and determined at the end of each fiscal year.

Short-Term Disability

After completing 6 months of employment, employees working 30 or more hours per week may be eligible for short-term disability benefits if unable to work due to an approved disability (as determined by DRC's insurance company). DRC provides this benefit at no cost to the employee.

Long-Term Disability

If a disability, as determined above, exceeds 26 weeks, an employee may be eligible for long-term disability benefits by receiving up to 60% of their weekly income. DRC provides this benefit at no cost to the employee. However, you will be responsible for payment of taxes on the premium so that, in the event you become disabled, any LTD benefits you receive would be excluded from taxable income.

Flexible Spending Plans

DRC's Medical Reimbursement Account allows an employee to set aside money on a pre-tax basis to pay for medical and/or dental expenses not covered or paid by insurance. The maximum annual deferral is \$3,000.

DRC's Dependent Care Reimbursement Account allows an employee to set aside money on a pre-tax basis to pay for dependent daycare. The maximum annual deferral is \$5,000.

EAP

DRC recognizes that everyone experiences problems in their lives and sometimes these problems interfere with a person's ability to function at work or at home. As a result, DRC is proud to offer access to an Employee Assistance Plan (EAP). This service is available to all regular employees (working 30 or more hours per week) and members of their immediate household. DRC provides this benefit at no cost to the employee.

On-site Fitness Center

Free on-site fitness centers are located at most DRC locations.

Tuition Reimbursement

DRC encourages the continuing education of its employees by offering financial assistance to full-time employees pursuing a degree or certification program at an accredited institution. Employees are eligible to receive up to \$5,250 each calendar year for approved courses that are related to current or future job duties.

Educational Grants for Children of DRC Employees

Children of regular, full-time employees may receive up to \$1,000/year reimbursement during each of four calendar years that the child is attending a post-secondary institution (maximum payout of \$4,000 per child).

Adoption Assistance

All regular employees working 30 or more hours per week are eligible for up to \$3,000 to assist in the adoption of a child (under the age of 18).

Scanners Café

Employees at the Maple Grove location are able to buy prepared food at DRC's on-site cafeteria. Most items are subsidized so the cost to employees is less than off-site alternatives.

Business Casual Attire

DRC offers its employees the ability to be professional yet comfortable by offering a business casual dress code. Jean days are enjoyed by all employees every Friday.

Corporate Discount or Sponsored Programs

- Corporate wellness program including on-site Weight Watchers®, massage, and fitness classes.
- RJ Ahmann personal insurance program
- Subaru Discount Program
- MERSC discount program
- Company store
- Toastmasters

This "Summary of Benefits" is a summary only. It does not alter the specific benefit plan's documents. The actual text of those benefit documents controls in all instances. If there should be an inconsistency between the contents of this summary and the contents of the benefit plan's documents, your rights, if any, under the benefit plan shall be determined under the plan's documents and not under this summary. Data Recognition Corporation is an Affirmative Action/ Equal Opportunity Employer.