

2020 U.S. Benefits Open Enrollment Decision Guide

October 14 – November 1, 2019



**Full-Time
Benefits Enrollment**
(Team members
working 30+ hours
per week)

Dear Team Members,

Grainger remains committed to your overall health and wellbeing. To create a workplace where everyone feels they belong, we listen to your input and invest in comprehensive benefits and wellbeing programs, as well as various types of support, to meet different benefits needs and preferences.

Our Total Rewards program is key to making Grainger an employer of choice and a great place to work. This Open Enrollment Decision Guide highlights changes and the actions you need to take for 2020 so that you are making choices that will enhance your health and wellbeing. To help you navigate through the many options, we are pleased to offer a new resource during and after the open enrollment period this year. Your Benefit Pro has the answers to your Grainger Total Rewards questions and is just a phone call or email away. And while Benefit Pro is a new resource, remember that **GraingerTotalRewards.com** is available at your fingertips 24/7 for benefits information throughout the year.

Please take full advantage of open enrollment, which runs from October 14 to November 1, and ensure you are participating in programs that are right for you and your family!

Thank you.

Kathleen Carroll

Chief Human Resources Officer



NEW

Benefit Pro

Each Benefit Pro has been trained in Grainger's Total Rewards, so he or she can help you understand your benefits and discover opportunities for care you might otherwise overlook. Because Benefit Pros work for Alight, the same external partner that handles Grainger's benefits administration, they don't share your personal information with Grainger. Anything you discuss will remain confidential between you and your Benefit Pro.

Watch for information at work, or a note from your Benefit Pro in your Grainger email. With an email address on file, you will continue to hear from your Benefit Pro every month with tips that may be helpful to you on topics like finding a doctor, determining the cost of a medical procedure and more.

TAKE A Fresh Look

at Your Options for 2020

Grainger cares about your overall health and wellbeing, which is why you have access to robust benefits and programs that support and enhance all areas of your life.

Open Enrollment is a great time of year to take a fresh look at all that Grainger offers. Visit [GraingerTotalRewards.com](https://www.grainger.com/totalrewards) to review your 2020 benefits options and decide what is best for you. Then, enroll between October 14 and November 1, 2019.

What You Need to Know

This Open Enrollment Decision Guide highlights key changes and action items you need to take. Make sure to review all the material in this document, and if you have questions, contact the Grainger Benefits Center (**1-888-477-3781, Option 3**).

What's New for 2020

Benefit Plan Rates	Your medical and dental pay-period costs may increase in 2020, depending on the plan you elect, to keep up with the increasing cost of care. Pay-period costs for vision, life and disability will remain the same.
Dental Coverage	Preventive dental services will no longer count toward your annual maximum, which will leave more coverage for other dental expenses. The lifetime maximum for orthodontic services (e.g., braces, etc.) will increase from \$1,000 to \$2,000.
Health Savings Account (HSA) Annual Contribution Amount	Your maximum HSA annual contribution* for 2020: <ul style="list-style-type: none"> • \$3,550 (an increase of \$50) for individual coverage • \$7,100 (an increase of \$100) for family coverage • \$1,000 (no change) additional catch-up contribution for those age 55 or older <p>*For team members who enroll in the HSA Silver or HSA Gold Plans. For team members who enroll in the HSA Gold Plan, the maximum includes the contribution made by Grainger.</p>
Flexible Spending Account (FSA) Annual Contribution Amount	Your annual maximum FSA contribution will increase by \$50 to \$2,700.
Applied Behavioral Analysis (ABA) Therapies Coverage	For team members and family members with Autism Spectrum Disorder who are enrolled in the HSA Silver, HSA Gold or POS Platinum medical plans, Applied Behavioral Analysis (ABA) therapies will now be covered under Optum's Behavioral Health program.

AVAILABLE NOW FOR ALL TEAM MEMBERS



Benefit Pro

You now have access to a Benefit Pro, someone who can help you navigate your Total Rewards during the open enrollment period and beyond. Email BenefitPro@alight.com or call **1-855-769-4384** to connect with your Benefit Pro.

When Things Don't Feel "OK"

Remember to take advantage of the Employee Assistance Plan (EAP), which is available to all team members.

And, if you're in a Grainger medical plan, you and covered family members also have access to behavioral health benefits.

See [GraingerTotalRewards.com](https://www.grainger.com/totalrewards) for more information on all these benefits.

What You Need to Do

STEP	TIMING	ACTIVITY
<p style="text-align: center;">1</p> <p style="text-align: center;">LEARN</p>	<p style="text-align: center;">Now</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Visit GraingerTotalRewards.com to learn what is new, review 2020 costs and read about all of Grainger's benefit plans. <input type="checkbox"/> Use the Medical Choice Tool and Medical Plan Comparison Summary to help determine which medical plan best meets your needs. <p>Review HSA and FSA contributions. Remember, new elections must be made every year. Unused HSA funds carry over from one year to the next, but FSA funds do not.</p>
<p style="text-align: center;">2</p> <p style="text-align: center;">ENROLL</p>	<p style="text-align: center;">October 14 – November 1, 2019</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Everyone must take action. Enroll one of two ways: <ul style="list-style-type: none"> • Visit GraingerTotalRewards.com • Call 1-888-477-3781, Option 3 Monday – Friday, 7 a.m. – 5 p.m. Central Time <input type="checkbox"/> If you are enrolling in a Grainger medical plan, you must declare your tobacco status (and your spouse/domestic partner's status, if applicable) to be eligible for the \$450 tobacco-free incentive. <input type="checkbox"/> Verify new dependent eligibility when contacted. <input type="checkbox"/> Watch for a confirmation statement via email – review and save it.* <p>New hires must enroll twice. Watch for emailed information about both enrollments. First, if you are not currently enrolled for 2019 benefits, you will be prompted to enroll. Then, you need to enroll a second time for your 2020 benefits.*</p> <p><i>*Team members without email will receive information in the mail.</i></p>
<p style="text-align: center;">3</p> <p style="text-align: center;">CONFIRM</p>	<p style="text-align: center;">January 2020</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Check your mid-January pay stub to verify your plan selections are accounted for and deductions are accurate. <input type="checkbox"/> Call your medical carrier if you changed plans and did not get a new ID card. <input type="checkbox"/> If needed, make corrections by January 31, 2020, by calling 1-888-477-3781, Option 3 Monday – Friday, 7 a.m. – 5 p.m. Central Time.



Who's Eligible

The information in this document applies to the following:

- Team members in a regular full-time employment status working 40 hours per week; and
- Team members in a regular part-time employment status working an average of 30-39 hours per week.

Receipt of full-time health and welfare benefits does not change employment status to full-time for purposes of other benefits (i.e., jury duty, funeral leave, educational assistance, etc.). For complete eligibility information, visit

[GraingerTotalRewards.com](https://www.GraingerTotalRewards.com).

Everyone Must Take Action

You must take action during Open Enrollment, even if you want to keep the same plan(s) you have now.

If you **DO NOT** enroll, you will:

- Default to medical coverage under the **HSA Silver Plan**, at the coverage tier you currently have (i.e., You Only, You + Family, etc.). If you currently have no coverage, you will continue to have no coverage through Grainger unless you enroll for it.
- Miss out on the \$450 **tobacco-free incentive**.
- Have no 2020 pre-tax **HSA** or **FSA** goal amounts.
- Lose the opportunity to enroll in **voluntary benefits** like Hospital Indemnity, Accident, Critical Illness and MetLaw Legal coverage.



100 Grainger Parkway
Lake Forest, IL 60045-5201



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Two ways to enroll:

- [GraingerTotalRewards.com](https://www.grainger.com/totalrewards)
- 1-888-477-3781, *Option 3*

M – F, 7 a.m. – 5 p.m. CT

The information contained in this document is intended to summarize the benefits provided to you by W. W. Grainger, Inc. (Grainger). Every effort has been made to ensure the information in this document is accurate. Information in this document is intended to provide only a brief summary of your benefits and should not be relied upon as a definitive description of coverage. The formal legal plan documents and your summary plan descriptions contain additional details. If any of this information conflicts with the legal plan documents, the legal plan documents' provisions will prevail. Nothing in this document constitutes a contract for, or guarantee of, any level of compensation or benefits or continued or future employment with Grainger. Grainger reserves the right to amend and/or terminate any of its plans at any time in its sole discretion.