



BENEFITS

for life your way.

**2021 BENEFITS GUIDE** 

# Use Your Benefits to Stay Healthy & Save Money

You count on ITW to offer competitive benefits and programs to help take care of you and your family — physically and financially. When you use these programs wisely, it benefits both you and ITW by keeping you healthy and secure, and by helping to manage health care costs for you and ITW. It takes all of us working together to keep our benefits and programs comprehensive, competitive and affordable.

It starts with understanding how your benefits work and making sure you take advantage of all they offer. Read this Benefits Guide to get the details, along with tips on how to use benefits for life your way. For even more information about your benefits, you and your family can go to <a href="ITWemployee.com">ITWemployee.com</a> and visit the Learn About My Benefits section (no login or password required).

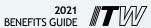








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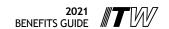
# Enroll

ITW offers you a variety of choices within our benefits and programs. It's up to you to enroll to get the coverage you and your family need.

#### KNOW:

Who You Can Cover When You Can Enroll How You Enroll







**ENROLL** 



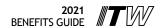
**YOU** if you're a regular, full-time, non-union ITW employee on the U.S. payroll of a participating business unit and are regularly scheduled to work 30 hours or more per week.

Your legally married SPOUSE OR DOMESTIC PARTNER (same-sex or opposite-sex).

Your **CHILDREN** (and your spouse's or domestic partner's children) through the end of the month in which they turn age 26

(regardless of student status).





# When You Can Enroll

|                                     | During OPEN ENROLLMENT                                 | For the first time as someone who is <b>NEWLY ELIGIBLE</b> for ITW benefits     | Because of a  QUALIFYING  LIFE EVENT  |
|-------------------------------------|--|---|---|
| WHEN TO ENROLL                      | During the fall<br>(dates are announced<br>in advance) | Within 31 days of your hire date (or the date you become eligible for benefits) | You can only make changes to your benefits outside of Open Enrollment if you have a qualifying life event — an event that affects your benefits coverage or the coverage of your dependents. Examples include marriage, divorce, birth, adoption or loss of other coverage. You have to make changes within 31 days of the event or wait until the next Open Enrollment or qualifying life event. |
| YOUR<br>ELECTIONS<br>TAKE<br>EFFECT | <b>January 1</b> of the following year                 | First of the month on or after the date you become eligible for benefits        | For birth or adoption, on the <b>date</b> of the event. For all other events, the first of the month on or after the qualifying life event date.  |



# How You Enroll

### It's Simple.

The easiest way to enroll in your ITW benefits (or make changes to your elections) is online. Just follow these step-by-step instructions:

### **GO ONLINE**

Go to <u>ITWemployee.com</u> from any computer with internet access.

### LOG ON TO ITW EMPLOYEE SELF-SERVICE

Enter your seven-digit Employee ID (found on your paycheck stub) and password.

**First time logging on?** Go to <u>page 40</u> of this guide for details on how to register.

### **MAKE YOUR ELECTIONS**

Click on the **Health & Life Elections** icon and follow the enrollment process instructions.



### **ENROLLMENT TIPS**

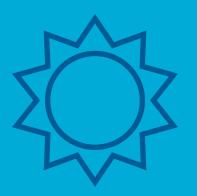
Take a fresh look at your benefit needs and options each time you have a chance to enroll. Then choose the options that are best for you by your enrollment deadline.

Make new Flexible Spending Account (FSA) and Health Savings Account (HSA) elections for each year you want to participate. All of your benefit elections — except any FSA or HSA elections — will roll over from the prior year. If you want the tax advantages that come from having those accounts, you have to enroll for each year you want to participate.

Planning a marriage or birth in 2021? Remember that you must add your new dependent to your benefits within 31 days of the qualifying life event — or wait until the next Open Enrollment period.

### **NEED HELP ENROLLING?**

Call 1.866.416.4931, Monday through Friday, 7 a.m. to 7 p.m. Central time, except on holidays.



# Health

Getting more out of life. That's what living well is all about — having the energy, time and attitude to do the things you enjoy. At ITW, we want you to stay healthy and productive both at work and home.

#### **LEARN ABOUT:**

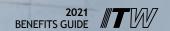
Medical Prescription Drugs

**Dental** 

**Vision** 

Living Well at ITW







We all have different health care needs. The good news is that all three ITW medical plan options have you covered:

### **HEALTHSAVER**

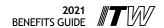
PPO1

PPO2

Medical

**HEALTH** 





### **HOW THE PLANS WORK**

1

First, You Pay for Care

2

### Then, You and ITW Share Costs

3

### Finally, ITW Pays 100% of Remaining Costs



You pay the full cost of most care and prescriptions until you meet the deductible (the amount you pay before ITW starts to share the cost of most services with you).

In-network preventive care and preventive generic medications are covered 100%.

You can open a Health Savings Account (HSA). ITW will contribute \$500 (if you cover yourself only) or \$1,000 (if you cover one or more family members) in January (prorated for enrollment after January 1). You can contribute, too. You can pay for care with money from your HSA, or you can pay out of pocket and save your HSA money for later.

Once you meet the deductible, you pay a percentage of the cost — 20% in-network and 40% out-of-network — for most eligible expenses. That percentage is your coinsurance. ITW pays the rest.

**NOTE:** If you have family coverage, there is no individual deductible. The entire family deductible must be met before expenses are paid for any covered family member.

There's a limit to how much you have to pay toward eligible expenses during the year — called the out-of-pocket maximum. If you reach the out-of-pocket maximum, ITW will pay 100% of eligible expenses for the rest of the year.

If you enroll in any level of family coverage, the in-network family out-of-pocket maximum is \$9,800, but no individual will pay more than \$4,900.





You pay the full cost of most care until you meet the deductible (the amount you pay before ITW starts to share the cost of most services with you).

The exceptions: **You pay a copayment** (flat dollar amount) for in-network doctor office visits and prescriptions — without meeting the deductible.

In-network preventive care and preventive generic medications are covered 100%.

You can enroll in a pre-tax Health Care Flexible Spending Account (FSA) to pay for out-of-pocket medical expenses (ITW doesn't contribute to this account).

Once you meet the deductible, you pay a percentage of the cost — 20% in-network and 40% out-of-network — for most eligible expenses. That percentage is your coinsurance. ITW pays the rest.

For emergency or hospital care, you will pay a copayment and coinsurance — even after you meet the deductible.

**NOTE:** If a family member meets the individual deductible, the plan will start to pay benefits for that family member. Once the family deductible is met, the plan will pay benefits for all covered family members.

There's a limit to how much you have to pay toward eligible expenses during the year — called the out-of-pocket maximum. If you reach the out-of-pocket maximum, ITW will pay 100% of eligible expenses for the rest of the year.

There are separate maximums for medical care and prescription drugs.

HEALTH: MEDICAL

YOUR COST TO HAVE COVERAGE

There are two tiers of medical plan payroll deductions for 2021. Here's who they apply to:

### TIER 1: Living Well at ITW Rates

(lower than the standard rates)

- Anyone who completed all required Gateway Activities by September 30, 2020
- Anyone hired or newly benefits-eligible on or after June 1, 2020

### TIER 2: **Standard Rates**

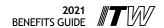
• All other employees not in one of the groups to the left

Depending on the rates you qualify for, here are the biweekly payroll deductions to have ITW medical coverage:

|  | HealthSaver       |                             | PPO1              |                             | PPO2              |                             |
|--|-------------------|-----------------------------|-------------------|-----------------------------|-------------------|-----------------------------|
|  | Standard<br>Rates | Living Well at<br>ITW Rates | Standard<br>Rates | Living Well at<br>ITW Rates | Standard<br>Rates | Living Well at<br>ITW Rates |
| Employee Only                          | \$43.40           | \$10.44                     | \$88.36           | \$44.44                     | \$54.42           | \$17.08                     |
| Employee + Spouse/<br>Domestic Partner | \$101.38          | \$48.78                     | \$183.40          | \$128.76                    | \$126.02          | \$71.38                     |
| Employee + Child(ren)                  | \$70.60           | \$30.20                     | \$153.04          | \$98.40                     | \$97.84           | \$49.58                     |
| Family                                 | \$125.44          | \$70.80                     | \$254.14          | \$199.50                    | \$157.68          | \$103.04                    |



BENEFITS GUIDE



### YOUR COST TO USE COVERAGE

Here's a look at what you pay to receive in-network care.1

For information about your out-of-network benefits, go to <a href="ITWemployee.com">ITW Benefits Information</a> and go to Health > Compare the Medical Plans.

|  | HealthSaver   | PPO1  | PPO2  |
|--|---|---|---|
| Annual Deductible<br>Individual/Family   | \$1,900/\$3,800   | \$500/\$1,000   | \$1,000/\$2,000   |
| Preventive Care <sup>2</sup> (eligible routine services, including wellness-related lab tests and cancer screenings) | No cost to you<br>(if billed for an office visit,<br>see Office Visits below) | No cost to you<br>(if billed for an office visit,<br>see Office Visits below) | No cost to you<br>(if billed for an office visit,<br>see Office Visits below) |
| Office and Virtual Visits <sup>3,4</sup>   |   |   |   |
| MDLIVE   | <b>20%</b> after deductible   | \$25 copayment  | \$35 copayment  |
| Primary Care Physician   | <b>20%</b> after deductible   | \$25 copayment  | \$35 copayment  |
| Specialist   | <b>20%</b> after deductible   | \$40 copayment  | \$50 copayment  |
| Hospital Stay <sup>4</sup><br>(precertification required)  | <b>20%</b> after deductible   | 20% after \$250 copayment plus deductible                                     | 20% after \$250 copayment plus deductible                                     |
| Outpatient Surgery   | <b>20%</b> after deductible   | <b>20%</b> after deductible   | <b>20%</b> after deductible   |
| Diagnostic Tests <sup>2</sup><br>(lab, X-ray and imaging, such as an MRI or CAT scan)                                | 20% after deductible  | <b>20%</b> after deductible   | <b>20%</b> after deductible   |
| Chiropractic Care<br>(up to 20 visits per year per person)   | 20% after deductible  | <b>20%</b> after deductible   | <b>20%</b> after deductible   |
| Physical, Occupational and Speech Therapy<br>(up to a combined maximum of 60 visits per year per person)             | 20% after deductible  | <b>20%</b> after deductible   | <b>20%</b> after deductible   |
| Emergency Room (ER)⁵   | 20% after deductible  | 20% after<br>\$150 copayment plus deductible                                  | 20% after<br>\$150 copayment plus deductible                                  |
| Annual Medical Out-of-Pocket Maximum <sup>6</sup> Individual/Family  | \$4,900/\$9,800   | \$2,500/\$5,000   | \$4,100/\$8,200   |

<sup>&</sup>lt;sup>1</sup> In-network benefits are paid based on the plan allowance or negotiated charge. Out-of-network benefits are paid based on the Medicare reimbursement level. You are responsible for any additional amount (known as balance billing).

<sup>&</sup>lt;sup>2</sup> Diagnostic tests that are identified by the doctor as preventive care are covered at 100% for in-network care or 80% for out-of-network care. Diagnostic tests that are not identified by the doctor as preventive care – even if the test is ordered during a preventive care visit – are covered at 80% after deductible (for in-network care) or 60% after deductible (for out-of-network care). For more details, contact a Benefits Value Advisor.

<sup>&</sup>lt;sup>3</sup> Other services/supplies received during in-network office visits are not included in the cost, such as injections, medical supplies and physical therapy.

<sup>&</sup>lt;sup>4</sup> Mental health and substance abuse care is covered the same as a doctor office visit or hospital stay.

Non-emergency care in the ER is subject to 20% in-network coinsurance and 40% out-of-network coinsurance after the deductible in the HealthSaver Plan, and a \$150 copayment, deductible and 20% in-network and 40% out-of-network coinsurance in the PPO Plans.

<sup>&</sup>lt;sup>6</sup> Your annual out-of-pocket maximum includes your annual deductible.

### BENEFITS GUIDE

### WHICH PLAN IS BEST FOR ME?

When choosing your medical plan, start by thinking about your health care needs. Here's a look at health care users who are typically a good match for each plan. Where do you fit?



- Typically need only preventive care or see the doctor occasionally during the year
- · Don't always meet your deductible
- Want money from ITW to help cover health care expenses
- Want to save for health care expenses tax-free
- Are looking for another way to save for health care in retirement



PPO1

- See the doctor frequently throughout the year, including treatment for more complex conditions (such as high blood pressure or diabetes)
- Anticipate pregnancy, surgery or a hospital stay in 2021
- Prefer to pay more up front to have coverage, then pay less to use coverage



- Typically need only preventive care or see the doctor occasionally during the year or only for routine minor treatments (such as allergies)
- Don't anticipate pregnancy, surgery or a hospital stay in 2021



### A CLOSER LOOK

Find the medical plan that offers you the most value by weighing your cost to have the plan (payroll deductions) and your cost when you use care (deductibles, out-of-pocket expenses and plan maximums). You and your family can visit the Learn About My Benefits section of ITWemployee.com (no login or password required) to watch a video comparing your medical plan options and learn more about your choices.

### LET MY BENEFITS MENTOR HELP!

Still not sure which plan to choose? Try the My Benefits Mentor tool.

My Benefits Mentor takes the guesswork out of choosing your medical plan. To check it out, go to <a href="ITWemployee.com">ITWemployee.com</a> and log on to <a href="ITW Employee Self-Service">ITW Employee Self-Service</a>, then click on My Benefits > Health & Life > Medical/Prescription Drug. You'll find a link for My Benefits Mentor on that page.



### **BE BENEFIT SMART**

### Know Where to Go When You Need Care

Save money on medical bills by going to the emergency room (ER) only for emergencies. Avoid the high cost of an ER visit by visiting a doctor's office or urgent care center, or by using the telehealth service for non-emergencies.

| Care Option  | When to Use It   | Your Relative Cost <sup>1</sup>                              |
|--|--|--|
| Doctor's Office  | Generally the best for non-emergency care such as health exams, colds, the flu, sore throats and minor injuries.   | \$ Usually lower out-of-pocket cost to you than urgent care  |
| MDLIVE Virtual Office Visit (board-certified doctors available 24/7 via telephone, laptop, tablet or smartphone) | When you can't get in to see your doctor or leaving home is difficult (for example, if you have a sick child). Doctors will be able to diagnose symptoms and prescribe medications for common conditions, such as a cough, a cold, the flu, pink eye or a skin rash. | \$ Usually lower out-of-pocket cost to you than urgent care  |
| Retail Walk-In<br>Health Clinic<br>(example: MinuteClinic at CVS)  | Often located in stores and pharmacies to provide convenient, low-cost treatment for minor medical problems, such as ear infections, athlete's foot and bronchitis, and some vaccinations.   | \$ Usually lower out-of-pocket cost to you than urgent care  |
| Urgent or Immediate<br>Care Provider   | Can provide care when your doctor is not available and you don't have a true emergency but need immediate care, such as for sprained ankles, fevers, and minor cuts and injuries.  | \$\$<br>Usually lower out-of-pocket cost than<br>an ER visit |
| Emergency Room (ER)  | For any life-threatening or disabling condition (such as chest pain or unstoppable bleeding), call 911 or go to the nearest hospital ER.   | \$\$\$<br>Highest out-of-pocket cost to you                  |

<sup>&</sup>lt;sup>1</sup> For in-network providers. Your costs for out-of-network providers may be significantly higher.



### **SAVE BIG!**

#### Contact a Benefits Value Advisor.

This Blue Cross Blue Shield resource can help you understand your plan benefits, get estimates on costs for services, find in-network providers and even schedule appointments for you. Call a Benefits Value Advisor at 1.800.325.0320.

### Get in-network preventive care and preventive generic medications at no cost to you.

It's one of the best ways to stay on top of your health and catch any health problems early.

#### Get free advice from a nurse.

With the 24/7 Nurseline, you and your family members enrolled in an ITW medical plan can talk with a registered nurse to ask health questions, understand medications and get advice on next steps for care. Call 1.800.299.0274.

### Be prepared to pay more if you go to an out-of-network provider.

All medical plan options use the Medicare reimbursement level when calculating benefit payments for out-of-network care. Since out-of-network providers can bill you for the difference between their charges and the amount covered by the medical plan, there's no cap on how much you would have to pay.



# **Prescription Drugs**

When you choose an ITW medical plan, you automatically get prescription drug coverage through CVS Caremark.

You can go to a retail pharmacy for your short-term medication needs (such as antibiotics). You can fill long-term or maintenance medications (such as insulin or blood pressure medication) only twice at a retail pharmacy. After that, you'll need to fill them using Maintenance Choice (in person at CVS retail pharmacies) or mail order (through CVS Caremark).

#### WHAT YOU PAY WHEN YOU FILL A PRESCRIPTION1

|                          |                        | <b>Retail</b><br>(up to a 30-day supply)          | Mail Order (up to<br>a 90-day supply)/<br>Maintenance Choice<br>(90-day supply) | Specialty<br>(Retail or Mail Order, up<br>to a 30-day supply) |
|--------------------------|------------------------|---|---|---|
|                          | Preventive<br>Generic  | No cost to you                                    | No cost to you  | N/A   |
| HoolthCover <sup>2</sup> | Generic                | <b>20%</b> after the medical deductible           | 20% after the medical deductible  | <b>20%</b> after the medical deductible                       |
| HealthSaver <sup>2</sup> | Preferred<br>Brand     | <b>20%</b> after the medical deductible           | 20% after the medical deductible  | <b>20%</b> after the medical deductible                       |
|                          | Non-Preferred<br>Brand | <b>20%</b> after the medical deductible           | <b>20%</b> after the medical deductible   | <b>20%</b> after the medical deductible                       |
|                          | Preventive<br>Generic  | No cost to you                                    | No cost to you  | N/A   |
| PPO1<br>and              | Generic                | \$15 copayment (or cost of prescription, if less) | \$30 copayment (or cost of prescription, if less)                               | \$15 copayment (or cost of prescription, if less)             |
| PPO2 <sup>2</sup>        | Preferred<br>Brand     | <b>25%</b><br>(up to <b>\$100</b> max)            | <b>25%</b> (up to \$250 max)  | <b>30%</b> (up to <b>\$200</b> max)                           |
|                          | Non-Preferred<br>Brand | <b>40%</b><br>(up to <b>\$200</b> max)            | <b>40%</b> (up to <b>\$450</b> max)   | <b>30%</b> (up to <b>\$200</b> max)                           |

<sup>&</sup>lt;sup>1</sup> Specialty and long-term medications may be filled twice at a retail pharmacy. After that, it's mandatory to use mail order for specialty medications, and mail order or Maintenance Choice for long-term medications.

# R.

#### PRESCRIPTION TIPS

#### Save money with generics.

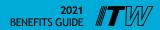
A generic drug is essentially a copy of a brand-name drug. When the patent on a brand-name drug runs out, other companies can make generic versions. Generic drugs have the same active ingredients as their brand-name counterparts, but can cost up to 80% less — which means you pay less.

With the CVS Caremark CoPay
Calculator, check out the cost of your
medications and find out if generic
alternatives are available. To access the
calculator, go to <a href="ITWemployee.com">ITWemployee.com</a>,
click on ITW Benefits Information and
go to Resources > Contacts.

### Follow the Dispense as Written (DAW) rule.

If you fill a brand-name drug when a less expensive generic alternative is available, you'll pay more for your medication (the difference between the cost of the brand name and the generic). But if your doctor believes that a generic option isn't right for you, he or she can submit medical documentation to CVS Caremark and request approval to use a brand-name drug. If the request is approved, you'll avoid having to pay the extra amount.

<sup>&</sup>lt;sup>2</sup> For HealthSaver, the annual prescription drug out-of-pocket maximum is included in the medical out-of-pocket maximum. For PPO1 and PPO2, the annual prescription drug out-of-pocket maximum is \$2,500 for an individual and \$5,000 for any level of family coverage.



## **Dental**

A healthy mouth and a healthy body go together. That's why we offer dental coverage — to help you enjoy the best health possible.

There's a lot to like about the ITW Dental Plan. You get free dental checkups and coverage for other expenses — like fillings and crowns. Coverage also includes braces for children up to age 19. While you can go to any dentist you choose, you can save money when you see a dentist in the MetLife network.

#### WHAT YOU PAY WHEN YOU NEED CARE

|  |                 | In¹- or Out-of-Network² Providers                                     |
|--|-----------------|---|
| Assessed De desetüble                                    | Individual      | \$50  |
| Annual Deductible  | Family          | \$100   |
| Diagnostic and Preve (includes routine exams, clear      |                 | No cost to you  |
| Basic Restorative Car<br>(includes fillings, surgery and | <del>-</del>    | <b>20%</b> after deductible   |
| Major Restorative Ser<br>(includes crowns, bridges an    |                 | <b>50%</b> after deductible   |
| Orthodontia<br>(children up to their 19th bir            | thday)          | <b>50%</b> (no deductible)  |
|  |                 | The Most the Plan Will Pay  |
| Annual Maximum Ber                                       | nefit           | <b>\$1,500</b> per person   |
| Orthodontia Lifetime                                     | Maximum Benefit | \$1,500 per child up to age 19 (separate from annual maximum benefit) |

#### WHAT YOU PAY TO HAVE COVERAGE

| 2021 Biweekly<br>Payroll Deductions | Employee Only                      | \$3.38 |
|-------------------------------------|------------------------------------|--------|
|                                     | Employee + Spouse/Domestic Partner | \$6.78 |
|                                     | Employee + Child(ren)              | \$6.78 |
|                                     | Family                             | \$9.00 |

<sup>&</sup>lt;sup>1</sup> Plan pays benefits based on maximum allowable charge.



### **DENTAL TIPS**

### Go to a MetLife dentist and save money.

Find one online by logging on to ITW Employee Self-Service at ITWemployee.com (click on the Dental icon) or call 1.800.942.0854.

### Get your free preventive care checkups!

Preventive dental care can help uncover health issues before they become serious.

### Request a pre-treatment estimate.

If you need some major dental work, be sure to ask your dentist for a pre-treatment estimate to help you budget for the cost.

<sup>&</sup>lt;sup>2</sup> Plan pays benefits based on reasonable and customary charges. Out-of-network providers have the right to bill you any amount not paid by the Plan (known as balance billing).



# Vision

With regular vision care, you can help reduce your chances of vision loss and eye disease, detect other health conditions and have a better quality of life.

The ITW Vision Plan, which is separate from the ITW medical plans, offers an extensive network of vision care providers, an annual vision exam plus coverage for prescription glasses or contact lenses.

#### WHAT YOU PAY WHEN YOU NEED CARE

|  |  | In-Network Providers   |  |
|--|--|--|--|
| Eye Exams¹   |  | No cost to you   |  |
|  |  | Included in \$20 prescription glasses copayment  |  |
|  |  | Amount over \$175 allowance for a wide selection of frames   |  |
| Evamas1  |  | Amount over \$225 allowance for featured frame brands  |  |
| Frames <sup>1</sup>  |  | Amount over <b>\$95</b> Costco®, Sam's®, and Walmart® frame allowance (The frame allowance is lower at these locations due to the already discounted pricing.) |  |
|  |  | 20% savings on the amount over your allowance  |  |
| Lenses <sup>1</sup> Single vision, lined bifdlenses for dependent of                         | ocal and lined trifocal lenses. Polycarbonate<br>children. | Included in \$20 prescription glasses copayment  |  |
| Lens Enhancements <sup>1</sup> Tints, scratch-resistant coating, standard progressive lenses |  | Included in \$20 prescription glasses copayment  |  |
| Contacts <sup>1</sup>  | Lenses   | Amount over \$175 allowance  |  |
| (instead of prescription glasses)  | Lens Exam<br>(fitting and evaluation)                      | Amount over <b>\$40</b>  |  |

#### WHAT YOU PAY TO HAVE COVERAGE

|                          | Employee Only                      | \$3.58  |
|--------------------------|------------------------------------|---------|
| 2021 Biweekly<br>Payroll | Employee + Spouse/Domestic Partner | \$7.16  |
| Deductions               | Employee + Child(ren)              | \$7.66  |
|                          | Family                             | \$12.24 |

#### <sup>1</sup> Once per calendar year

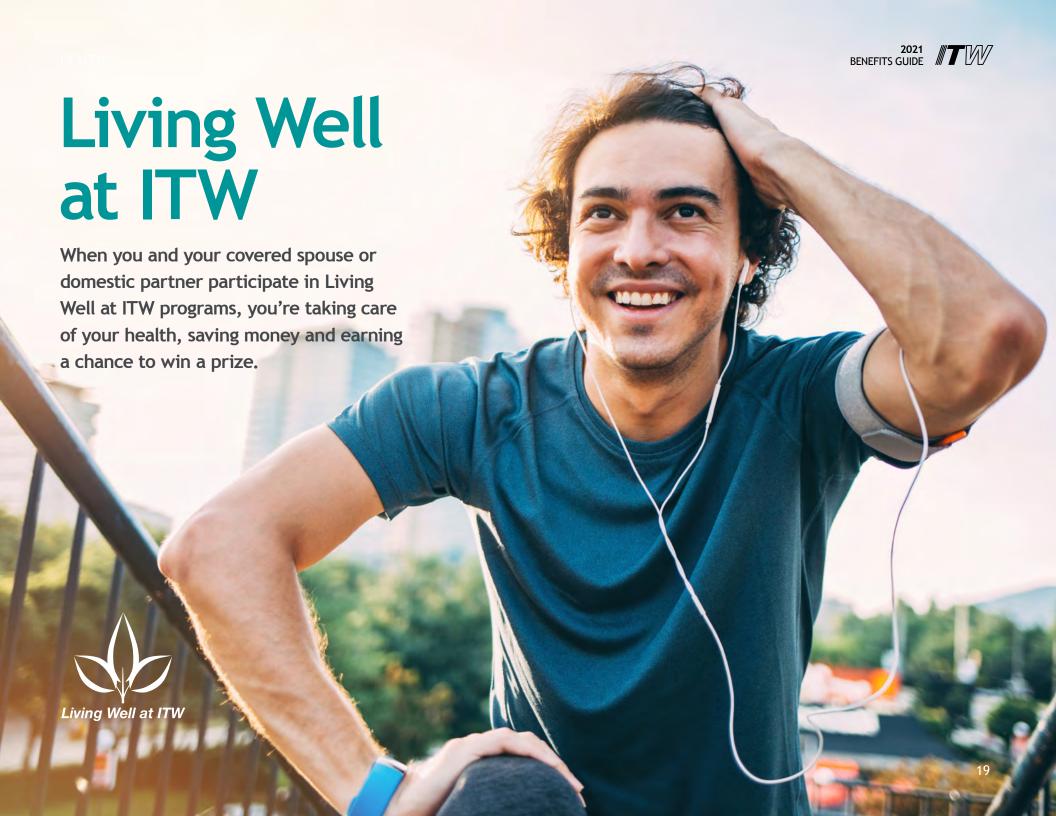
### **VISION TIPS**

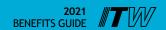
Go to a provider in the VSP network and save money.

Find one online by logging on to ITW Employee Self-Service at ITWemployee.com (click on the Vision icon) or call 1.800.877.7195.

### Decide if the ITW Vision Plan is a good choice for you.

The ITW medical plans cover annual eye exams. But, if you or a family member needs glasses or contact lenses, consider enrolling in the ITW Vision Plan.





# Take Care of Yourself With Our WELLNESS PROGRAMS

Participating in the Living Well at ITW programs is easy, and it can pay off through ITW incentives, including lower Living Well medical plan payroll deductions. It's also one of the best things you can do for yourself, both now and in the future.

### **GATEWAY ACTIVITIES**

Through our Gateway Activities, you will learn important information about your health and how everyday choices affect your well-being today and tomorrow.

#### **HEALTHY ACTIONS ACTIVITIES**

Our Healthy Actions Activities offer a variety of ways for you to learn about and improve your health — from getting help through online wellness learning sessions to talking to a health coach and participating in activities at your work location.



#### **EARN INCENTIVES**

ITW offers valuable incentives to employees and their covered spouses and domestic partners who complete certain wellness programs and activities. Log on to ITW Employee Self-Service at ITWemployee.com (click on the Wellness icon) for more details for 2021.

### **WELLNESS TIP**

ITW offers the WW (Weight Watchers Reimagined) program at a 50% discount to help you lose weight and create healthy habits.

Learn more at <a href="mailto:itw.join.weightwatchers.com">itw.join.weightwatchers.com</a>.



### **EAP**

### Know Where to Turn for Help When You Need It

We all face challenges related to family, life and work — now more than ever. Whatever the situation, you can turn to the Employee Assistance Program (EAP) for answers.



Free



Licensed Professionals



Confidential



24/7 Support

This free, confidential benefit, staffed by licensed behavioral health professionals from Magellan Health, offers 24/7 online information and counseling sessions to help you and your household members deal with life's challenges.

You and your household members can call **1.800.424.4894** for help with emotional, legal, family and work/life issues — as well as immediate assistance in a crisis related to a behavioral health or substance abuse problem. This includes unlimited telephone sessions. In addition, you and each of your family members have access to up to three in-person, telephone, video conference, text or live chat sessions with a professional counselor per issue per year.

You can also go to <a href="MagellanAscend.com">MagellanAscend.com</a> or log on to ITW Employee Self-Service at <a href="ITWemployee.com">ITWemployee.com</a> (click on the Employee Assistance Program icon) to find counselors in your area, targeted information and interactive tools.



### **VIRTUAL THERAPY**

We also offer virtual therapy from BetterHelp, the world's largest online counseling platform. Let help come to you or anyone in your household from the comfort of your home through sessions via text message, live chat, phone conference or video chat. Call 1.800.424.4894 to connect with a provider within 24 hours.



Money

ITW is committed to helping you save money now and for your future so you're prepared for whatever life sends your way.

LEARN ABOUT:

Accounts
Income Protection
Retirement





Everyone appreciates a good deal. When it comes to saving money on health care and dependent care expenses, a Health Savings Account, Health Care Flexible Spending Account and Dependent Care Flexible Spending Account are some of the best deals around because of their tax advantages.



### Health Savings Account (HSA)

- If you enroll in the HealthSaver medical plan, you can use an HSA to save now and in the future. You and ITW contribute pre-tax dollars to the account, up to IRS limits, to cover medical, dental and vision care costs.
- The money in your account earns interest, and the investment earnings are tax-free, too.
- Any unused funds remaining in your account will carry over to the next year and are always yours to keep.

**Note:** HSA contributions are taxed by California and New Jersey. HSA earnings are taxed by New Hampshire and Tennessee. Withdrawals for noneligible expenses are subject to a tax penalty.



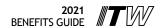
### Health Care Flexible Spending Account (FSA)

- If you enroll in PPO1 or PPO2 or waive medical coverage, you can use a Health Care FSA to set aside pre-tax dollars to pay for out-of-pocket health care expenses.
- Any remaining funds will not carry over to the next year, so plan carefully.



### Dependent Care Flexible Spending Account (FSA)

- Anyone can enroll in a Dependent Care
   FSA to save money on dependent daycare
   expenses. You can set aside pre-tax dollars
   for child or elder care.
- Any remaining funds will not carry over to the next year, so plan carefully.



### **COMPARING THE ACCOUNTS**

|  | Health Savings<br>Account (HSA)  | Health Care Flexible<br>Spending Account (FSA)   | Dependent Care Flexible<br>Spending Account (FSA)   |
|--|--|--|---|
| Who contributes to the account and how much?               | <ul> <li>ITW contributes¹ up to:</li> <li>\$500 for individual coverage or</li> <li>\$1,000 if you cover one or more family members</li> <li>You can also make pre-tax contributions up to:</li> <li>\$3,100 for individual coverage or</li> <li>\$6,200 if you cover one or more family members</li> <li>If you will be age 55 or older in 2021, you can contribute an additional \$1,000.</li> </ul> | You can save up to \$2,750 in pre-tax dollars.   | You can save up to \$5,000 (or \$2,500 if you are married and file a separate tax return).  |
| When can I change my contributions?                        | Anytime  | During Open Enrollment or within 31 days of a qualifying life event  | During Open Enrollment or within 31 days of a qualifying life event   |
| What can I use the money for?                              | Eligible medical, prescription drug, dental and vision expenses, including deductibles, coinsurance and copayments See IRS publication 502 for a list of qualified expenses.   | Eligible medical, prescription drug, dental and vision expenses, including deductibles, coinsurance and copayments  See <u>IRS publication 502</u> for a list of qualified expenses. | Eligible daycare expenses necessary for you (and your spouse, if married) to work or go to school full time, such as licensed daycare centers, family or adult daycare facilities, babysitters (cannot be a dependent you claim on your income taxes or your children under age 19) and day camps (but not overnight camps) |
| Who can I use the money for?                               | You, your spouse and your tax dependents   | You, your spouse and your tax dependents   | Your children under age 13 and for your mentally or physically disabled dependents of any age   |
| When is the money available?                               | ITW contributes a lump sum as of your coverage effective date. Your contributions are made in equal installments each pay period. You can only use the funds currently in your account.  | Your contributions for the year are available to use as of your coverage effective date. You do not have to wait for the funds to accumulate in your account.                        | You can only use the funds currently in your account.   |
| When can I incur expenses?                                 | There is no time limit on when you can use the money.  | You can incur expenses from January 1-December 31 each year. You must submit expenses by March 31 of the following year.   | You can incur expenses from January 1-December 31 each year. You must submit expenses by March 31 of the following year.  |
| What happens to my account balance at the end of the year? | Use it or save it. Your unused balance will carry over year to year and can grow with interest or be invested.   | Use it or lose it. You lose any unused funds, so it is important to plan carefully.  | Use it or lose it. You lose any unused funds, so it is important to plan carefully.   |
| What happens if I leave the company?                       | The money is yours to keep and save for future expenses, even into retirement.   | Your contributions will end when you stop working. You can file claims until March 31 of the following year for expenses incurred while you were enrolled.                           | Your contributions will end when you stop working. You can file claims until March 31 of the following year for expenses incurred while you were enrolled.  |

<sup>&</sup>lt;sup>1</sup> If your benefits begin by July 1, 2021, you'll receive the full company contribution. Otherwise, the contribution is prorated by the date your benefits begin. Any mid-year changes made to coverage tiers (adding or removing dependents) won't result in adjustments to the company contribution.



### **USING THE ACCOUNTS**

It's easy to use the accounts.

1

#### ESTIMATE YOUR EXPENSES FOR THE YEAR.

If you have both health and dependent care expenses, estimate those expenses separately.

2

### CHOOSE HOW MUCH TO CONTRIBUTE WHEN YOU ENROLL.

The money is then deducted from your paycheck throughout the year in equal amounts before taxes are calculated.

3

### PAY YOUR EXPENSES AND GET REIMBURSED.

It's as easy as filing a claim. You can either pay your expenses and get reimbursed or use your HSA or Health Care FSA debit card at the time payment is incurred. Be sure to keep your itemized receipts to substantiate your claims, as required by the IRS.



### **ACCOUNT TIPS**

#### Start small if you're not sure.

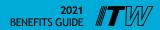
If you know you're going to have out-of-pocket health care and/or dependent care expenses in 2021, why not contribute a minimal dollar amount to see how it offsets both your expenses and your taxes? And, keep in mind: With the HSA, you can change your contributions anytime. With an FSA, you can change your contributions only during Open Enrollment or within 31 days of a qualifying life event.

### Get a complete list of eligible expenses.

For the HSA and Health Care FSA, go to IRS Publication 502. For the Dependent Care FSA, go to IRS Publication 503.

#### Keep your receipts.

You may be asked to submit an itemized receipt to verify an expense is eligible for reimbursement from your account. This is an IRS requirement. An itemized receipt needs to include the patient's name, provider's name, date of service, cost of service and description of service.



# **Income Protection**

No one can predict the future, but you can plan for it. That's why ITW offers you income protection benefits.

### LIFE AND AD&D INSURANCE

ITW offers Life and AD&D Insurance benefits to you and your family.

#### **HOW THE PLANS WORK**

|   | Life Insurance   | Accidental Death<br>and Dismemberment<br>(AD&D) Insurance                                      |
|---|--|--|
| Who Is Covered                          | You and your eligible dependents   | You  |
| What You Have to Do<br>to Have Coverage | Basic coverage: Nothing; ITW pays the full cost Optional coverage: Enroll when you're eligible | Basic coverage: Nothing; ITW pays the full cost Optional coverage: Enroll when you're eligible |
| When It Pays                            | When someone who is covered dies   | When you are seriously injured or die as the result of an accident                             |
| How Much It Pays                        | See page 27  | See <u>page 27</u>   |
| Who Benefits Are<br>Paid to             | If you die: Your beneficiary  If a dependent dies: You   | If you are injured: You  If you die: Your beneficiary  |



### INCOME PROTECTION TIPS

Make sure your Life and AD&D Insurance beneficiary information stays up to date.

That way, your benefits go to the person (or people) you want. See <u>page 27</u> for details on how to designate a beneficiary or update his or her information.

# Know if Evidence of Insurability (EOI) will be required for any Optional Life and AD&D Insurance you elect.

It will be if you elect optional coverage for yourself that's more than \$500,000 or 3x your base salary, or if you elect optional coverage after you first become eligible for it. Your EOI must be approved before the extra coverage will take effect.



#### DECIDE HOW MUCH LIFE AND AD&D INSURANCE YOU NEED

ITW offers basic coverage to you and your family. If you expect you or your family will need additional help covering final expenses and debt if the unexpected happens, then you might want to add to that amount by electing optional coverage.

#### **COVERAGE OPTIONS**

Basic Coverage
You Get Automatically
(Paid by ITW)

Life and AD&D Insurance for You<sup>1</sup> **2x** base salary (up to \$3,000,000 each)

Dependent Life Insurance

Spouse/Domestic Partner: \$5,000

Children: \$2,000 each child<sup>2</sup>

#### Optional Coverage You Can Elect (Paid by You)

**1x** to **8x** base salary (up to \$3,000,000 each)

Spouse/Domestic Partner: \$10,000, \$20,000 or \$30,000

Children: \$5,000, \$10,000 or \$15,000 each child<sup>2</sup>

<sup>&</sup>lt;sup>2</sup> Children are eligible through the end of the month in which they turn age 26.



# CHOOSE WHO RECEIVES YOUR LIFE INSURANCE BENEFITS

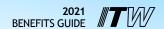
Your beneficiary can be anyone you choose, and you can change your beneficiary at any time. Since you are automatically the beneficiary for any Dependent Life Insurance benefits, there's no need to designate a beneficiary for that coverage.

Here are the steps for naming a life insurance beneficiary:

- Log on to ITW Employee Self-Service at ITWemployee.com.
- 2. Click on the Health & Life Elections icon.
- Choose Current Benefits, then scroll down below your personal information and select the Beneficiaries tab. Then, click on the Add/Edit Beneficiaries button.
- 4. To add a beneficiary, click on the Add New Beneficiary button, complete the required fields and click the Save Changes button.
- **5.** To edit a beneficiary, click on the pencil next to their name, update the information and click the **Save Changes** button.

Ouestions? Call 1.866,416,4931.

Your basic and optional coverage amount will be calculated based on your pay as of September 1, 2020, or your date of hire, if later, and your age as of January 1, 2021.



### SHORT- AND LONG-TERM DISABILITY

ITW pays the full cost of **Short-Term Disability (STD)** and **Long-Term Disability (LTD)** benefits for you. So, if you have a qualified medical condition or injury, you'll have a source of income while you recover.

### **KNOW THE BASICS**

### Eligibility

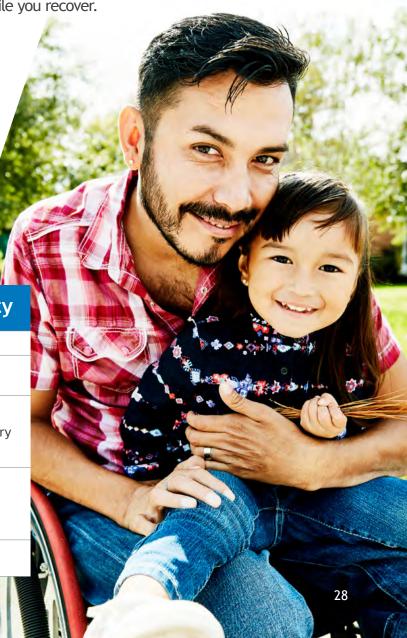
Generally, you're eligible for disability benefits if you are:

- A regular, full-time, non-union ITW employee;
- On the U.S. payroll of a participating business unit; and
- Regularly scheduled to work at least 30 hours per week.

Your coverage effective date is the first of the month following or coinciding with your hire date or newly benefits-eligible date.

### **HOW THE PLANS WORK**

|                                      | Short-Term Disability   | Long-Term Disability   |
|--------------------------------------|---|--|
| Who Is Covered                       | You   | You  |
| What You Have to Do to Have Coverage | Nothing; ITW pays the full cost  Nothing; ITW pays the full cost  |  |
| When It Pays                         | When you become unable to work because of a qualified medical condition or injury and you meet the eligibility requirements  When you can't work due to qualified medical condition or in lasting more than six month |  |
| How Much It Pays                     | A percentage of your base salary; log on to ITW Employee Self-Service at <a href="ITWemployee.com">ITWemployee.com</a> > My Benefits > Disability & Leaves for details  | 60% of your base salary<br>(\$10,000 maximum<br>monthly benefit) |
| Who Benefits Are<br>Paid to          | You   | You  |



#### WHAT HAPPENS WHEN

### Up to Week 261

- If you have a qualified medical condition or injury, you will receive income through your STD benefits.<sup>2</sup>
- If you are still disabled, you may be eligible for LTD benefits up to age 65.2

After Week 26

- · Your medical, dental, vision and life insurance benefits continue (deductions are taken from your STD payment).
- LTD benefits will be coordinated with any workers' compensation or Social Security disability benefits that are payable.

### FILING AN STD CLAIM

You or a trusted family member can initiate your STD claim as soon as you miss work due to an inpatient hospitalization, outpatient surgery, or a disabling illness or injury that is expected to last more than seven days.

If you have a planned medical absence, such as for childbirth or a scheduled surgery, you may file an STD claim up to 30 days in advance.

#### To file a claim:

1. Discuss your leave and verify your eligibility with your supervisor and your Human Resources representative.



<sup>&</sup>lt;sup>1</sup> The **Family and Medical Leave Act of 1993 (FMLA)** is a federal law that provides eligible employees with job protection for up to 12 weeks in a 12-month period for qualified medical leaves. You may take an FMLA leave if you have completed 12 months of employment and have worked at least 1,250 hours in the last 12 months. Your FMLA leave runs concurrently with any time taken under STD.

<sup>&</sup>lt;sup>2</sup> Log on to ITW Employee Self-Service at ITWemployee.com, then go to My Benefits > Disability & Leaves for details.

## Retirement

The ITW 401(k) Retirement Plan is rich with features that you can put to work for you.

When you think about your future, where do your dreams take you? No matter what your goals are, it's reassuring to know the ITW 401(k) Retirement Plan can help take you there.

### Here are five things to know:



1

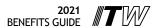
### JOIN BY ENROLLING

You're eligible to join the ITW 401(k) Retirement Plan on your hire date. If you didn't enroll when you were first eligible, you can enroll at any time after that. And if you enrolled but later stopped contributing, you can re-enroll whenever you're ready.

#### Here's how:

- Log on to ITW Employee Self-Service at ITWemployee.com.
- Select the 401(k) Retirement Plan icon.
- In the Account drop-down menu, click on Contributions.





2

### CONTRIBUTE THROUGH PAYROLL DEDUCTIONS TO YOUR ACCOUNT

#### **Your Contributions**

You can make three types of contributions to your account through payroll deductions, and you can change the amount whenever you want. All contributions are eligible for the ITW match (see "ITW Match" below).

- Before-tax contributions. Save from 1% to 50% of your pay before taxes (up to IRS limits). These contributions are deducted from your pay before taxes are taken out, reducing your taxable income, so you pay less in taxes now. You'll pay taxes on your contributions and any investment gains later when you begin to withdraw the funds.
- Roth contributions. Save from 1% to 50% of your pay after taxes. Your contributions are deducted after taxes are taken from your paycheck. You get tax-free distributions of your contributions and any investment earnings that meet certain criteria.
- After-tax contributions. Save from 1% to 10% of your
  pay after taxes. These contributions are taxed before being
  deposited into your account. With after-tax contributions, you
  pay taxes on your contributions now instead of later when
  you withdraw the funds during retirement. You get tax-free
  distributions of your contributions but you owe taxes on any
  investment earnings.

Note: Your combined contributions cannot exceed 50% of your pay.

#### **ITW Match**

Your savings get an extra boost, thanks to ITW's generous matching contribution. To get the full ITW match, be sure to contribute at least **6%** of your pay to your 401(k) account. You are immediately 100% vested in the ITW match, which means the money is yours to prepare for retirement.

Note: ITW's contributions are always before-tax.



#### Choosing the Contribution Options That Are Right for You

Planning for the future is important, but not everyone wants to do it the same way. The three options allow you to choose the best way to save to meet your needs and financial goals in retirement.

You're going to pay taxes on the money in your 401(k) account. It's just a matter of when. The goal is to pay those taxes when you get the biggest tax advantage. With the three options, you can choose the one — or a combination — that's best for your situation.

No one can predict with certainty what tax rates will be in the future. However, if you are just beginning your career, you may be taxed at a lower rate now than you will be later when you earn more. If you're in your peak earning years, your tax rate is more likely to be lower in retirement than it is now. And other issues can factor in — for instance, you may believe that tax rates will increase in the future.

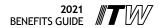
#### **ITW Retirement Contribution**

If you joined ITW on or after January 1, 2007, you may be eligible for the ITW Retirement Contribution benefit. Here's how it works:

- ITW automatically contributes an amount each pay period, based on your age and years of service.
- The contributions range from 3% to 6% of your pay, and generally are doubled when your pay exceeds the Social Security Wage Base in a calendar year.
- You become 100% vested in this benefit after completing three years of service.
- Even if you don't contribute, ITW will still make this contribution to your retirement account.
- If you choose to save in the plan, the ITW Retirement Contribution is awarded in addition to the ITW match.

For details, log on to ITW Employee
Self-Service at ITWemployee.com, click on the
401(k) Retirement Plan icon > Account > Plan
Forms > Summary Plan Description.





3

### CHOOSE HOW TO INVEST YOUR MONEY

You have two investment approaches available to you:

#### We Build It

Take this investment approach if you don't have the time or don't want to worry about regularly monitoring your portfolio. Simply select the Target Retirement Fund with the year closest to when you plan to retire. Then, a professional investment manager directs the investment mix for you to meet your savings time horizon.

#### You Build It

If you have the time, feel confident making investment decisions and can regularly monitor your portfolio, then consider this approach. With You Build It, you choose your own mix of funds from all of the investment funds available in the Plan, including the Core Investment Funds and the Target Retirement Funds. In addition, if you want to invest in the ITW Common Stock Fund, you can choose to do that, too.

Before you choose an investment approach, log on to ITW Employee Self-Service at ITWemployee.com and click on the 401(k) Retirement Plan icon to learn more about your investment choices and to read the individual fund fact sheets.

4

### DESIGNATE YOUR BENEFICIARY — JUST IN CASE

A beneficiary is the person (or people) who will receive your funds if you pass away. If you're married, your spouse is automatically your beneficiary. To choose a different beneficiary, you'll need your spouse's written consent. If you aren't married and don't elect a beneficiary, the funds will be paid to your estate.

Here's how to designate your 401(k) beneficiary:

- Log on to ITWemployee.com.
- Select the 401(k) Retirement Plan icon.
- Click on Account, then Beneficiaries under Account Overview and follow the screen prompts to make your beneficiary designation(s).

**Note:** If your marital status is incorrect, please contact your HR Representative.

Questions? Call 1.866.489.2468, Option 3, then Option 1. Participant Service Representatives are available between 7 a.m. and 9 p.m. Central time, any business day.

5

### TAP INTO YOUR SAVINGS WHEN IT'S TIME

Once you begin participating in the ITW 401(k) Retirement Plan, it's a good idea to leave your retirement savings in your 401(k) account so it can keep growing for your future. In general, you can receive the money in your account when you:

- Retire
- Leave the company
- · Become disabled





#### Give your savings rate an automatic boost over time.

The Contribution Rate Escalator feature makes it easy to do. When you enroll, simply select when and how often you want the increases to happen (such as annual increases each January 1). Then, set your target maximum contribution percentage. Want to add this feature later? Just follow the steps for how to enroll on page 30.

#### Catch up on your savings if you're age 50 or older in 2021.

You can save an extra amount before taxes — called "catch-up contributions." For 2020, the catch-up contribution limit is \$6,500. This is in addition to the \$19,500 IRS 401(k) plan before-tax contribution limit for 2020. So employees age 50 or over could have saved up to \$26,000 in the 401(k) Retirement Plan before taxes in 2020. (The IRS may adjust these limits for 2021.) To add a catch-up election, log on to ITW Employee Self-Service at ITWemployee.com and select the 401(k) Retirement Plan icon. Click on Account, then Contributions and scroll down to Catch-up. Then select Add/Edit to enter your catch-up election. This contribution is not matched by ITW, so make sure you are contributing at least 6% of your pay to receive the maximum ITW matching contribution.

#### Make sure your retirement beneficiary information stays up to date.

That way, your benefits go to the person (or people) you want.

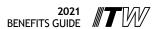




### The Health Savings Account (HSA): Another Way to Save

If you enroll in the HealthSaver Plan for medical coverage, you'll have an HSA you can use for health care expenses now or save for later. The HSA and ITW 401(k) Retirement Plan offer distinct advantages while working together to maximize your savings potential for retirement. The HSA gives you a way to save for health care costs today and in retirement, while the ITW 401(k) Retirement Plan provides a way to save for a paycheck in retirement.

When considering how much to save in each, remember that you need to contribute 6% to the ITW 401(k) Retirement Plan to get the full ITW matching contribution.



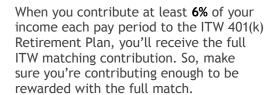
## SAVING FOR RETIREMENT: 401(K) OR HSA?

If you enroll in the HealthSaver medical plan, you can open a Health Savings Account (HSA), which gives you a way to save pre-tax money for eligible health care expenses to use now or save for later. Plus, the ITW 401(k) Retirement Plan offers you three ways to save for income when you retire. So, how do you know which savings option is right for you?

Here are three rules of thumb to consider:

### FIRST

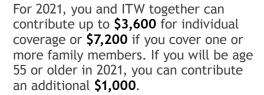
Make sure you're getting the full company matching contribution to the ITW 401(k) Retirement Plan.





### THEN

Contribute to your HSA up to the IRS maximum.



Once you have **\$1,000** in your account, you can invest everything over that amount and get tax-free earnings on invested funds.

Keep in mind: The HSA is the **only** retirement account that is completely tax-free when used for eligible health care expenses. (Note: HSA contributions are taxed by California and New Jersey. HSA earnings are taxed by New Hampshire and Tennessee.)



### NEXT

Contribute to the ITW 401(k) Retirement Plan up to the IRS limit.

You have three ways to save in the 401(k) — with before-tax, Roth and after-tax contributions. See <a href="mailto:pages 31">pages 31</a> and 32 for contribution options and IRS limits. You may want to consider:

- **Before-tax contributions** if you think your current tax rate is higher than it will be in the future
- Roth contributions if you think your future tax rate will be higher than it is now
- A combination of before-tax and Roth contributions
  if you're not sure whether your future tax rate will be
  higher or lower than your current tax rate or you think
  your current and future tax rates will be similar
- After-tax contributions if you want to save more than the IRS limit for before-tax and Roth contributions

With Roth, you should also consider when you plan to retire. The longer you have until you retire, the more time you have to save and to allow your investment earnings to grow tax-free.



# Extras

In addition to our top-rated health care coverage, income protection and retirement benefits, we also offer programs that help you give back to your community, further your child's education and even make a meaningful difference in your child's life.

**LEARN ABOUT:** 

Giving Back
Scholarship Program
Growing Your Family



# Giving Back

### Have Your Support Go Further

It feels good to help others. It feels even better to know your charitable giving and volunteer efforts can go further through the support of the ITW Hearts Giving Hope programs:

### **ITW 3-FOR-1 GIFT MATCH PROGRAM**

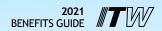
Contribute at least \$25 in a calendar year to a qualifying not-for-profit 501(c)(3) organization of your choice and **ITW** will triple-match your gift up to \$5,000. In other words, if you contribute \$100, your donation will grow to a combined total of \$400.

#### ITW VOLUNTEER MATCH PROGRAM

Volunteer at a qualifying not-for-profit 501(c)(3) organization of your choice and **ITW will donate \$10** for every hour of service — up to 100 hours each year. For example, volunteer 25 hours of your time and ITW will donate \$250 to the organization.







# Scholarship Program

### Help Your Child Succeed

The ITW Scholarship program awards \$3,500 scholarships (per year up to four years) to the children and legal dependents of eligible active ITW employees:

### CALMER L. JOHNSON/JOHN W. LESLIE NATIONAL MERIT SCHOLARSHIP PROGRAM

To be eligible for this scholarship, which opens in mid-August, students must apply and take the Preliminary SAT/National Merit Scholarship Qualifying Test in their junior year of high school.

### SCHOLARSHIP AMERICA — ITW SCHOLARSHIP PROGRAM

This scholarship, which opens in early January, is available to students who are high school seniors, high school graduates or undergraduates who are currently enrolled or planning to enroll in a full-time course of study at an accredited vocational-technical school, junior college or four-year college or university.

### **WANT MORE DETAILS?**

Log on to ITW Employee Self-Service at ITWemployee.com and click on the My Community tab.



**Growing Your Family** 

# Having a Baby or Adopting a Child?

Here are two ways we can help:

### PARENTAL LEAVE

ITW offers up to four weeks of paid Parental Leave for U.S. full-time, regular, non-union employees.

Log on to ITW Employee Self-Service at <a href="ITWemployee.com">ITWemployee.com</a> and click on Disability & Leaves under My Benefits > Health & Life for more information.

### **ADOPTION**

ITW will reimburse your adoption costs, up to \$5,000 per child (\$6,000 for a special needs adoption).

Log on to ITW Employee Self-Service at ITWemployee.com and click on Health & Life under the My Benefits tab for more information.







# How to Use ITWemployee.com

What could be better than having personalized information about your pay, benefits and more right at your fingertips? Just log on to ITW Employee Self-Service at <a href="ITWemployee.com">ITWemployee.com</a>.

It's available 24/7 from work or home.



Type <u>ITWemployee.com</u> in your internet browser.

Under the ITW Employee Self-Service section, select the Register link and the system will guide you through a short registration process.

You'll need your seven-digit Employee ID (found on your paycheck stub), the first five digits of your Social Security number, your birth month, your birth day and your home ZIP Code. If you have registration questions, email <a href="mailto:servicedesk@itw.com">servicedesk@itw.com</a> or call <a href="mailto:1.224.661.7123">1.224.661.7123</a>.

#### **ALREADY REGISTERED?**

Log on with the username and password you created. If you have forgotten your username or password, click on the **Forgot Username** or **Forgot Password** link.

### **NEED REGISTRATION HELP?**

Email servicedesk@itw.com or call 1.224.661.7123.

### **BENEFITS QUESTIONS?**

Contact the ITW Employee Service Center at 1.866.489.2468 or AskHR@itw.com.



### INFORMATION FOR YOU AND YOUR FAMILY

You and your family can visit the **Learn About My Benefits** section (no login or password required) to:

- Watch a video comparing your medical plan options
- Explore the Health section to learn about your medical, dental and vision plan choices, as well as your health account options and wellness resources
- Learn on the Employee Assistance
   Program (EAP) page how you and family
   members in your household can get help
   with challenges related to family, life
   and work
- Review the Income Protection page to learn about your Optional Life and AD&D Insurance choices
- Read the Savings section to review 401(k) benefits and accounts information
- Refer to the Resources section for Summaries of Benefits and Coverage (SBCs), important legal notices, FAQs and contacts details



## Who to Contact

### With Benefit Questions

| About                             | Contact   | Phone                    | Website                                |
|-----------------------------------|---|--------------------------|--|
| Health & Life<br>Enrollment       | ITW Benefits Service<br>Center                            | <b>\( 1.866.416.4931</b> | compass.empyreanbenefits.com/itw       |
| Medical Plans                     | Medical Benefits<br>(Blue Cross Blue Shield)              | <b>4</b> 1.800.325.0320  | ⊕ bcbsil.com/itw                       |
|                                   | Prescription Drug Benefits (CVS Caremark)                 | <b>L</b> 1.888.437.4926  | ⊕ <u>caremark.com</u>                  |
|                                   | Telehealth Service<br>(MDLIVE)                            | <b>1.888.676.4204</b>    | mdlive.com                             |
| Dental Plan                       | MetLife   | <b>\$</b> 1.800.942.0854 | metlife.com/mybenefits                 |
| Vision Plan                       | VSP   | <b>\$</b> 1.800.877.7195 | ⊕ <u>vsp,com</u>                       |
| Living Well at ITW                | Wellness (StayWell)                                       | <b>\$</b> 1.866.543.2053 | # itw.online.staywell.com              |
|                                   | Employee Assistance<br>Program (EAP)<br>(Magellan Health) | <b>\$</b> 1.800.424.4894 | magellanascend.com (company name: ITW) |
| Health Savings<br>Account (HSA)   | HSA Bank  | <b>L</b> 1.866.471.5929  | # hsabank.com                          |
| Flexible Spending Accounts (FSAs) | ITW Benefits Service<br>Center                            | <b>L</b> 1.866.416.4931  | compass.empyreanbenefits.com/itw       |
| Disability                        | The Hartford  | <b>4</b> 1.888.301.5615  |  |
| Retirement Plans                  | 401(k) Retirement Plan                                    | <b>4</b> 1.800.211.8758  | # itw.empower-retirement.com           |
|                                   | Retirement Accumulation<br>Plan                           | <b>L</b> 1.800.641.3321  | # itwretirementprograms.ehr.com        |



# For Your GENERAL BENEFITS Information Needs

ITW Employee Service Center

1.866.489.2468

OPTION 2 for Health and Wellness Benefits

**OPTION 3** for Retirement Benefits

# To Access and Manage PERSONAL BENEFITS Information

Log on to ITW Employee
Self-Service at ITWemployee.com.
Look for benefit program icons for quick access to provider websites.

BENEFITS for life your way.

This guide is based on plan documents, contracts and laws in effect at the time of publication and may be changed from time to time as deemed necessary. If information in this guide conflicts with the provisions of the benefit plans, the terms of the actual benefit plan documents will govern in all cases. In addition, the plans described in this guide are subject to change without notice. While ITW's intent is to maintain the plans, continuation of benefits is at the company's discretion.



