



# WELL-BUILT BENEFITS

YOUR GUIDE TO  
NEW HIRE BENEFITS  
AND ENROLLMENT

# WELCOME TO THE TEAM!

We are delighted to have you join the Clyde Company family. Your presence adds tremendous value to our diverse and talented workforce, and we want you to know that you are an integral part of our success. We look forward to seeing you grow with us and making the most of the opportunities that lie ahead.

We're pleased to inform you that as a full-time employee, you are eligible for benefits.

## **YOU MUST TAKE ACTION.**

Don't miss your window for enrollment.

At Clyde Companies, we believe in taking care of our team members, and our benefits program is designed to support your well-being. From healthcare options to retirement, we are committed to ensuring that you have access to the resources you need for a fulfilling and balanced professional life.



# ENROLLING IS EASY

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1

Register at  
[www.employeenavigator.com](http://www.employeenavigator.com)

2

Your Company Identifier is: **clyde**

3

Once you have created your account and are logged in, select your desired benefits.

4

Submit your enrollment.

**\*IF YOU DON'T ENROLL NOW,  
YOU MAY NOT BE ABLE TO ENROLL UNTIL  
OUR NEXT OPEN ENROLLMENT\***

Scan to access the benefits website  
and the benefits guide



Scan here for step-by-step  
instructions on how to register



# COMMON QUESTIONS

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## **I am a rehired employee; do I need to register again?**

Yes, all employees, including new and rehired employees, must complete the enrollment at [www.employeenavigator.com](http://www.employeenavigator.com)

## **What is my username/password?**

If you are a new employee, you will need to register for a new account and create a new username and password.

If you are a rehired/returning employee, go to [www.employeenavigator.com](http://www.employeenavigator.com) and click Forgot Username or Forgot Password to reset it.

## **When is my insurance active?**

For hourly employees, you are eligible for benefits the first of the month following 60 days of your hire date. For exempt employees, you are eligible on your first day of employment.

## **What do I do if I need to use my coverage and I haven't received my insurance card yet?**

Call Regence at 866-240-9580 to retrieve your policy ID so that you can use your coverage before your insurance card arrives. If you ignore the prompts asking for your policy ID, you will be connected to a representative that can assist you.

## **When am I eligible for 401k contributions?**

All qualified full-time and part-time employees are eligible for 401k contributions the first of the month following two months from their hire date. Qualified employees will be auto-enrolled at a 6% pre-tax contribution with a 6% company match.

# YOUR TOTAL REWARDS TEAM

Welcome to the team! We look forward to working with you. Our benefits package shows our commitment to providing you with the support and security you need to live a healthy and happy life with those that matter most.

If you have any questions or need further information, please do not hesitate to contact our Total Rewards Team at [benefits@clydeinc.com](mailto:benefits@clydeinc.com) or your local HR Team.

**Medical, Dental, Vision,  
Telehealth, Disability, HSA/FSA  
and Supplemental Insurance:**

**Alejandra Pedraza**  
(Asistencia en Español)

**401k Retirement, Wellness  
and Wellness Incentive:**

**Johana Westphal**  
(Asistencia en Español)

**BENEFITS@CLYDEINC.COM**

## **CORE BENEFITS**

### **Regence – Medical & Dental**

Customer Service: 866-240-9580

[www.regence.com](http://www.regence.com)

### **Recuro Health – TeleHealth**

Customer Service: 855-673-2876

[www.recurohealth.com](http://www.recurohealth.com)

### **Guardian - Life, Disability, EAP & Supplemental Insurance**

Customer Service: 888-482-7342

Group ID: 00055294

[www.guardianlife.com](http://www.guardianlife.com)

### **WebMD - Wellness Program**

Customer Service: 800-865-9051

[www.webmdhealth.com/clyde](http://www.webmdhealth.com/clyde)

### **VSP – Vision**

Customer Service: 800-877-7195

[www.vsp.com](http://www.vsp.com)

### **HealthEquity – HSA**

Customer Service: 877-694-3942

[www.myhealthequity.com](http://www.myhealthequity.com)

### **Charles Schwab – 401K**

Customer Service: 800-724-7526

[workplace.schwab.com](http://workplace.schwab.com)



**CLYDE BENEFITS  
BUILT FOR YOU**