

Helping You Get Started with Your Benefits



Welcome to Mosaic! We're glad you're here. Your health and safety are a top priority for Mosaic, and we offer a wide variety of benefits and programs so you can **live your life well** and **be well at work**.



Your Benefits Enrollment Checklist

You'll use Workday to access and manage benefits enrollment for you and your family. **You must enroll within your first 30 days** of work at Mosaic, then your coverage begins on the first of the month following your hire date. Here's what you'll need to do:

- **Access Workday** via a Mosaic computer, home computer, or the app on your mobile device. For step-by-step enrollment instructions, go to benefits.mosaicco.com > *Enroll* > *Enrolling as a New Hire*.
- Select the **New Hire** task from *Workday Home* > *Inbox*, and confirm your and your spouse/domestic partner's tobacco status.
- In the benefit enrollment screen, follow the prompts to select your benefits, and provide information on any dependents you want to cover.
- If you are covering dependents, you will be required to submit verification documents within 60 days of when your coverage begins. Visit benefits.mosaicco.com > *Enroll* > *Enrolling as a New Hire* for complete information.
- Enroll in the Health Savings Account (HSA) if you've enrolled in the Consumer Medical Plan. You must enroll in the **Health Savings Account — Employer Contribution** plan to receive Mosaic's contribution to your account.
- Register for Virgin Pulse for wellness resources and to earn incentives: join.virginpulse.com/mosaicwellness.
- Look for a new hire packet at your home address from Fidelity, our 401(k) administrator. Go to benefits.mosaicco.com/Financial/401K for more information, or call Fidelity at **800-835-5095**.

Lyra

Taking Care of Your Psychological Health

FREE, Confidential Services through Lyra Health

Did you know that one in five adults in the U.S. experience mental health challenges each year? Mosaic understands the importance of taking time for **psychological wellness** as part of your overall health.

The Employee Assistance Program, offered through Lyra Health, connects employees and their dependents (up to age 26) with expert mental health resources. **Lyra is free, fast and confidential.** You can access up to 16 virtual therapy sessions, choose guided self-care with a coach, and more, so you can feel and be your best — no matter what life brings.

Register at mosaic.lyrahealth.com, or call the Lyra Care Team at **844-477-5174**.

Resources for You

- **Benefits information, contacts, resources and tools:** benefits.mosaicco.com
- **Benefit plan questions:** **1-833-MOSAIC1** to reach any benefit supplier

- **Benefits enrollment: Workday;** for questions contact **HR Connect** at **855-660-6947** (7 a.m. – 5 p.m. ET) or hrconnect@mosaicco.com
- **Benefit premiums: Mosaic intranet ("My Mosaic")** > *Key Resources* > *HR Connect* > *Your Benefits* > *United States*
- **Mosaic network ID and password or log-in issues: Mosaic Global Service Desk, 866-258-8740** (24/7 access)

