



2026 Benefits *Open Enrollment*

Mark Your Calendars for Open Enrollment:
November 5-21, 2025



PREPARE FOR OPEN ENROLLMENT 2026

Open Enrollment will take place November 5–21, 2025. This year's process is passive, meaning your current benefit elections (except FSA) will automatically continue into 2026 unless you choose to make changes.

If you do wish to update your elections, be sure to submit them by the enrollment deadline: November 21, 2025.

All benefit elections will take effect on January 1, 2026.

Remember, this is your once-a-year opportunity to make changes to your benefits without a qualifying event. During Open Enrollment, you can:

- » Add, waive or change your coverage
- » Add or remove eligible family members
- » Enroll or re-enroll in the health care and/or dependent care FSAs



PLEASE NOTE:

Medical Flexible Spending Accounts (FSA) and Dependent Care FSAs do not roll over automatically. If you want to participate in either FSA for 2026, you must actively enroll during Open Enrollment, even if you were enrolled in 2025.



How to Enroll

To enroll, change or cancel your coverage, log in to MyADP at myadp.com beginning November 5, 2025.

Open Enrollment brings a lot to consider, so we've created a highlights sheet to keep you informed. It covers key changes, new 2026 benefits, and important updates—so you can make confident decisions for yourself and your family.

What's Changing, What's New...

1. **SIHRA** – Spouses with access to alternate group medical coverage will not be eligible to enroll in or remain on Laitram's health plan.
Employees and spouses can get 100% coverage for eligible expenses through the Catilize Health SIHRA plan by enrolling in another employer-sponsored medical plan. For more information, visit LaitramBenefits.com/SIHRA.
2. **Preferred Premium** - Non-preferred premium will increase to \$60 per month. Complete the Preferred Premium process and pay less!
3. **Hearing Aid Supplement** – Provides up to \$1,400 per ear every 3 years for adults and children.
4. **Colonoscopies** – Reducing preventive screenings from every 10 years to every 7 years for eligible individuals.
5. **Skin Cancer Screenings** – Screenings now covered as preventive care once per year at no cost when using in-network providers.
6. **Long-Term Care Insurance** – UNUM is discontinuing this product to new participants effective February 1, 2026. This open enrollment will be your last opportunity to elect or increase your voluntary benefit amount for this product.

***All Effective as of January 1, 2026**



Personalized Assistance

In addition to our in-depth Benefits Guide, we're offering virtual education sessions and other tools to help make your decision-making process a little easier. Scan the QR code to the right.

As always, the Laitram Benefits team is available to help take the guesswork out of benefits. The Benefits team is available to meet with you one-on-one to review Laitram's benefit offerings and walk you through enrolling in the options that are right for you.



Scan QR code to visit the Resource Hub

Reach out via phone, email, or Teams for assistance:

Edie Sclafini | (504) 570-1205
edie.sclafini@laitram.com

Becky Klein | (985) 348-6326
becky.klein@laitram.com

Kathleen Brusca | (240) 571-4919
kathleen.brusca@intralox.com

2026 Benefits *Open Enrollment Checklist*

DONE	REQUIRED	DEADLINE	WHERE
☐	Open Enrollment is PASSIVE this year, meaning your current benefit elections (except FSA) will automatically continue into 2026 unless you choose to make changes. If you do wish to update your elections, be sure to submit them by the enrollment deadline: November 21, 2025.	November 21 11pm CST 12pm EST	my.adp.com
☐	Review and make benefits elections for 2026.	November 21 11pm CST 12pm EST	my.adp.com
☐	Medical and Dependent Care FSAs do not roll over. You must enroll during Open Enrollment, even if you were enrolled in 2025.	November 21 11pm CST 12pm EST	my.adp.com
☐	Submit documentation (as needed) to support benefit election changes - Dependent Verification (if adding new spouse/child dependents for the first time) - Statement of Health* (You will receive an email from MetLife with a link to complete the Statement of Health if enrolling or making changes to Voluntary Life elections) *if applicable	November 21 11pm CST 12pm EST	my.adp.com
☐	Review and update eligible spouse and dependent children - Please add all eligible spouse and dependent children even if you do not wish to enroll them in Medical or Dental coverage. Laitram provides FREE Spouse and Dependent Life insurance coverage for you, but your dependents must be listed in MyADP. Dependent names must be listed in MyADP as they appear on their Social Security card. - Spouses and dependent children must be listed as a dependent in ADP to be eligible to use the on-site Health Clinics.	November 21 11pm CST 12pm EST	my.adp.com
☐	Review SIHRA eligibility and decide whether or not to participate - Contact SIHRA Counseling & Enrollment Support at 1-877-872-4232 - Complete the Catilize SIHRA Enrollment and Attestation forms and email or fax to: Email: memberservices@catilizehealth.com Fax: 877-599-3724	November 21 11pm CST 12pm EST	1-877-872-4232

DONE	HIGHLY RECOMMENDED	DEADLINE	WHERE
☐	Contact a member of the Laitram Benefits team with any questions you may have about your benefits.	November 21 11pm CST 12pm EST	See pg. 2 for Contacts
☐	Contact Benefits All In (BAI) to learn about additional coverage options you qualify for so you can make the best benefit choices.	November 21 11pm CST 12pm EST	(513) 657-4340
☐	Review and update your current 401(k) deferral rate.	Any time	401k.com

DONE	IMPORTANT	DEADLINE	WHERE
☐	Review and update life insurance BENEFICIARIES - If your beneficiaries are missing or incorrect in MyADP, update MyADP with your current beneficiary designations. - Beneficiary must have a designation (Primary or Secondary) and must have a percentage (%for beneficiaries must equal 100%) in order to complete your enrollment.	November 21 11pm CST 12pm EST	my.adp.com
☐	Review and update 401(k) BENEFICIARIES Add or review and update your beneficiaries in Fidelity NetBenefits.	November 21 11pm CST 12pm EST	401k.com
☐	Review your personal information (address, phone number, emergency contacts, etc.) for accuracy and update in MyADP if any changes are needed. Name changes must be completed directly through People & Culture.	November 21 11pm CST 12pm EST	my.adp.com

DONE	IMPORTANT NOTES	DEADLINE	WHERE
☐	Eligible dependents include your legal spouse, children under age 26 including stepchildren, legally adopted children, a child for which you are legal guardian, or children awarded coverage pursuant to an order of the court.	November 21 11pm CST 12pm EST	my.adp.com
☐	Federal Tax Withholding, Direct Deposit and 401(k) Deferral changes must be submitted by 5:00 pm CST Thursday one week prior to the desired pay date in order to reflect on your paycheck.	November 21 11pm CST 12pm EST	my.adp.com and/or 401k.com