

NON-AGREEMENT SURVIVOR BENEFIT GUIDE

Note: you will receive written communication regarding your eligibility for all benefits listed below. This is intended to be a reference rather than an inclusive list of eligible benefits

General Benefit Information for Non-Agreement Employees	Email: survivorbenefits@up.com External TRM Ticket system: www.up.com – Click “Employees” then “Retirees and Families Site” and lastly “Submit a Ticket to Workforce Resources to Report the Death of a Union Pacific Employee or Beneficiary”
Medical/Dental/Vision	Medical, Dental and Vision benefits continue through the end of the month in which the employee passed away. If the employee was retirement eligible (55 years of age & 10 years of service OR 65 years old with any # of years of service) spouses/dependents may be eligible to transition to Union Pacific’s retiree High Deductible Health Plan (HDHP). Otherwise, qualified beneficiaries can elect COBRA coverage for medical, dental, and vision benefits. A letter will be sent from PayFlex which will provide rate, enrollment and payment information.
Life Insurance	<u>Core/Voluntary coverage</u> Met Life: 1-866-659-1377 Information can be found on pay check stub as to whether an employee has been paying into MetLife for the Optional/Voluntary Life plan. <i>Required information:</i> date of birth, Social Security number, date of death, death certificate
Pension [if eligible]	If the employee was vested in the Union Pacific Pension plan, you may apply to receive benefits as early as the first of the month following the date of the participants 55 th expected birthday and as late as their 65 th birthday. If the employee was retirement eligible at the time of their passing you may elect to start payment immediately. In either situation you will receive a separate estimate of pension benefits payable from Union Pacific’s pension team.
Non- Agreement 401(k) [if applicable]	401(k) funds must be transitioned out of the Union Pacific plan(s). You will receive a document titled “Distribution Due to Death” for <u>each</u> plan the employee participated in. If the employee had agreement and non-agreement service, you will need to complete two sets of paperwork to move the funds.
Equity Compensation/Stock Awards	Union Pacific’s equity compensation team will receive notification of the employee’s passing and send a separate communication of required tasks to claim any stock awards issued to the employee.
Vacation and Payroll	Verification of employee’s death and estate beneficiary are required by Banking Operations before any unpaid compensation, remaining vacation for current year or vacation credit for subsequent year, if earned, will be paid to anyone. Beneficiary verification forms must be completed, notarized and returned to Banking operations before funds will be released. You will receive remaining vacation within 7 days. For any unpaid compensation, an indemnity bond must be completed. This document will be provided by Krista Radloff in Union Pacific’s banking department.
Employee Assistance Program	1-800-779-1212 - Available to spouses and dependents
Friend-to-Friend Network	Online Applications , https://www.up.com/employee/upec/friends/index.htm , for assistance can be submitted for any Union Pacific employee, retiree or family (spouse or child) who has suffered a medical or dwelling related emergency.
Personal Effects	Contact the employee’s supervisor to get personal items from a locker, desk, etc.
Railroad Retirement Board	Spouses, minor children and other dependents may be eligible for survivor and/or burial benefits. Contact your local RRB office for assistance. This number can be found in the phonebook under Government Listing, online at www.rrb.gov , or call 1-877-772-5772. <i>Required information:</i> copies of birth certificate for employee and all survivors*, certificate of marriage*, death certificate*, and Social Security card. (*Must be raised seal original copy – RRB will return original documents).
John Edgar Thomson Foundation	Email: sjethomson@aol.com Phone: 1-800-888-1278 Website: http://www.jethomsonfoundation.com/ The purpose of the John Edgar Thomson Foundation is to assist daughters of railroad employees who die while in the employ of any railroad in the United States. The Foundation provides limited financial aid through monthly allowances and subsidies for eye examinations, dental care, and certain other health and recreational needs. High school graduates receive monetary gifts to help with extra costs. This supplement to family income is to be used in its entirety for the benefit of the daughters. Whatever grant is accorded, however, usually serves to benefit all members of the family.

This guide is intended for reference only and may not be an all inclusive list in every situation