

The Medical, Optical and Dental (MOD) benefit is provided to all full time and part- time regular employees on an annual basis. The Benefit is there for employees to use for expenses not covered by the Company HMO.

- Regular Full time employees can receive up to **Php4,000** per year and can earn an additional Php1,000 by participating in wellness incentive activities
- Regular part-time employees can receive up to **Php2,000** per year and can earn an additional Php1,000 by participating in wellness incentive activities.

Funding of the MOD Benefit – Tenured Employees

Q: How will my MOD benefit be calculated?

A: As a tenured employee (one year or more of service) you will receive the full Php4,000/Php2,000 lump sum on the first benefit crediting date in February of each year.

Q: How will I use my MOD when it’s loaded on my paycheck?

A: When your MOD benefit has been credited to your paycheck, you will be able to use it for any Medical, Optical and Dental expenses not covered by the HMO (see chart below for eligible expenses).

Q: When will I receive my MOD benefit?

A: Your MOD benefit will be credited to your paycheck on February 25 payroll of each year.

Q: My status changed from full-time to a part-time employee within the year, what changes should I expect from my MOD funds?

A: If you have received the Php4,000 in February, no changes will be made to your MOD funds. However, only Php2,000 will be credited to your MOD funds in the following year, which is the standard amount for part-time tenured employees.

Q. If I leave the company before my MOD benefit has been funded for the year will I receive the accrued amount on my final paycheck.

A. No, you must be an active employee to receive the MOD benefit.

Using Your MOD Benefit for Medical Expenses

Q: What can I use the MOD funds for?

A: The MOD is for the payment of medical, including pharmacy, optical and dental services not covered under the company-sponsored health care plan. On a periodic basis, TeleTech will review claims to ensure that funds are being used for qualified services and expenses.

	Optical	Dental	Medical for Employees and Dependents
Eligible	Employee	Employee	Employee and/or Employee’s Qualified Dependents (refer to table below)

Acceptable expenses	Duly prescribed eye wear or vision care which may include eye glasses, lenses, eye wear maintenance or supplies.	Duly prescribed dental and oral care services, procedures and supplies such as fees for dentures, permanent filling, oral surgery and procedures that are non-aesthetic in nature, oral hygiene prescriptions, etc.	Duly prescribed medications and/or medical procedures for employee and/or his qualified dependents that for treatment or cure of an illness or ailment or for sickness prevention, such as vitamins, supplements, vaccines - provided they are duly prescribed by a doctor or physician.
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Earn More MOD Funds with Wellness Incentives

Q: How can I earn my Wellness Incentives?

A: You will be invited to participate in a number of different activities throughout the program, and will be given a choice of specific activities from which to choose in each given quarter. The list of events is not final, and will be subject to change at any point during the program. Any changes in activities will be announced prior to the quarter that is impacted. Find more information on MyBenefits.TeleTech.com under the 'Wellness Program' tab.

Q: Will I be eligible for the Incentive?

A: All full-time and part-time employees are eligible to participate and earn wellness incentives.

Q: How much can I earn each quarter?

A: You can earn Php333 each quarter up to a maximum of Php1,000 for the entire year.

Q: When will the wellness incentives be funded?

A: If you earn the wellness incentive you will receive it on a quarterly basis. Find more information on MyBenefits.TeleTech.com under the 'Wellness Program' tab.

MOD Benefit and Taxation

Q: Is the MOD Benefit taxable?

A: In your pay statement you will see an itemization titled, "MOD Fund." This is the amount of MOD funds credited to you and is itemized for tax purposes only. This amount will show as part of your gross compensation income but will also be a deduction, resulting in a zero effect to your net pay.

Q: When does the MOD Benefit become taxable?

A: It will become taxable if a female employee **also** receives the "**Maternity Assistance**" benefit in the same year and these two amounts exceed the PhP10,000 limit (order of payment to employees - whichever was paid first) as set forth in the BIR ruling for the Minimis benefits.