



VIRTUAL ENTERPRISE ARCHITECTS EMPLOYEE BENEFITS



INTRODUCTION

- YOUR TIME
- YOUR PAY
- YOUR HEALTH
- YOUR CAREER
- YOUR INTERESTS

INTRODUCTION

Because we value our employees, we've ensured that we meet the needs of what's most important to you. We have benefits that enhance your time, pay, health, career and interests. Please take a look at what we offer **YOU**. This guide will provide an overview of our offerings.

YOUR TIME

- Federal Holiday Leave
- Vacation Time
- Floating Holidays
- Flexible Time
- Telecommuting*

YOUR PAY

- Bonus Plans*
- 401(k) Savings Plan

YOUR HEALTH

- Health and Dental Plans
- Gym Membership

YOUR CAREER

- Professional Development
- Security Clearance Processing*
- Certification Program*
- Organization Memberships

YOUR INTERESTS

- Charitable Contribution Matching
- Company Sponsored Events
- Employee Discounts

*Eligible employees only.

VIRTUAL ENTERPRISE ARCHITECTS EMPLOYEE BENEFITS



YOUR TIME

INTRODUCTION

YOUR TIME

YOUR PAY

YOUR HEALTH

YOUR CAREER

YOUR INTERESTS

FEDERAL HOLIDAY LEAVE

VEA provides 10 paid federal holidays to include New Year's Day, Martin Luther King, Jr. Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas.

FLOATING HOLIDAYS

We provide two floating holidays a year to provide you with extra time with friends and family.

VACATION TIME

VEA provides you with two weeks vacation on day one of employment. Vacation time is also accrued each pay period.

FLEXIBLE TIME

As long as you work forty hours a week and our clients and management are aware of your schedule, you can account for your time at your discretion during the work week. NOTE: Flex time excludes weekends and company holidays.

TELECOMMUTING

Although most projects and assignments are on client site, we do offer flexible arrangements to perform work. If your manager and client approve, you can work from home or a remote location via a VEA provided laptop and company expensed internet connection.



- INTRODUCTION
- YOUR TIME
- YOUR PAY**
- YOUR HEALTH**
- YOUR CAREER
- YOUR INTERESTS

YOUR PAY

BONUS PLANS

There are two types of bonus plans that are provided to employees.

- **Performance Bonus**

If an employee's performance increases the company profits within the year, they are eligible for a performance bonus up to 10% of their base salary.

- **Referral Bonus**

Because we consistently seek talent, we trust the judgment and experience of our employees to assist us in identifying candidates. If an employee refers a colleague or family member that is successfully hired by VEA, they will receive a \$2,500 referral bonus for uncleared candidates and \$5,000 for cleared candidates.*

*Candidate and employee must remain with VEA for 90 days from the date of hire to receive the bonus.

401(K) SAVINGS PLAN

Each pay period, we provide our employees with the option of saving for their retirement through ShareBuilder 401k. ShareBuilder offers online account management, expert retirement advice and seminars to assist you in your retirement planning.



YOUR HEALTH

HEALTH AND DENTAL PLANS

VEA provides healthcare and dental plans through Aetna that accommodates the needs of our employees and families.

GYM MEMBERSHIP

Free gym membership to our building gym is provided to all employees who are based out of our headquarters location.

YOUR CAREER



- INTRODUCTION
- YOUR TIME
- YOUR PAY
- YOUR HEALTH
- YOUR CAREER**
- YOUR INTERESTS

PROFESSIONAL DEVELOPMENT

We provide a development framework that motivates each employee to enhance their skills and education. Our framework includes education incentives based on classroom training, online training, seminars and conferences.

We also provide a performance framework that ensures that employees increase in management, analytical and communication skills.

SECURITY CLEARANCE PROCESSING

Because clearances are in high demand by our government customers, we employ and clear individuals that will work on client cleared contracts. We sponsor individuals up to TS/SCI, CI and lifestyle polygraphs.*

CERTIFICATIONS PROGRAM

Because we value certifications, we reimburse our employees up to \$3000 per year to obtain one or more of the following certifications:

- EA
- TOGAF
- PMP
- ITIL
- CISSP

VIRTUAL ENTERPRISE ARCHITECTS EMPLOYEE BENEFITS

ORGANIZATION MEMBERSHIP

We encourage and sponsor our employees to join and participate in organizations like:



YOUR INTERESTS

CHARITABLE CONTRIBUTIONS

VEA is committed to helping and assisting charities that are close to hearts of our employees, so we match up to 10% of our employee contributions. VEA has supported the following charitable organizations this year:



VIRTUAL ENTERPRISE ARCHITECTS EMPLOYEE BENEFITS



- INTRODUCTION
- YOUR TIME
- YOUR PAY
- YOUR HEALTH
- YOUR CAREER
- YOUR INTERESTS**

COMPANY SPONSORED EVENTS

To increase team building among employees, the company invites and sponsors employees to participate in recreational, social and charitable activities throughout the year.



VIRTUAL ENTERPRISE ARCHITECTS EMPLOYEE BENEFITS

DISCOUNTS

We provide several discounts for travel, telecommunications, entertainment, sports and online shopping to our employees. Some discounts include:

CATEGORY	VENDOR	
TRAVEL	<ul style="list-style-type: none"> ▪ Alamo Rent A Car- Up to 20% OFF ▪ Amtrak SAVE 15% on Rail Fares ▪ Cheap Tickets Up to \$75 OFF flight + hotel packages ▪ Crimpton Hotels ▪ Dollar Rent A Car SAVE 5%-25% on car rentals 	<ul style="list-style-type: none"> ▪ Choice Hotels 15% OFF participating hotels ▪ Greyhound 15% OFF Walk-Up Fares and Online ▪ National Car Rental Up to 20% OFF ▪ Orbitz \$75 OFF Flight + 3 Night Stay ▪ Starwood Hotels
TELECOMMUNICATIONS	<ul style="list-style-type: none"> ▪ Alltel SAVE up to \$100 on cell phones ▪ AT&T SAVE up to \$100 on cell phones ▪ Nextel SAVE up to \$100 on cell phones 	<ul style="list-style-type: none"> ▪ Sprint SAVE up to \$100 on cell phones ▪ T-Mobile 12% OFF recurring charges ▪ Verizon Wireless SAVE up to \$100 on cell phones
ENTERTAINMENT	<ul style="list-style-type: none"> ▪ AMC Theatres Up to 40% OFF box office prices ▪ Barnes & Noble.com 	<ul style="list-style-type: none"> ▪ eMusic 35 FREE Songs & 20% OFF Annual Membership
SPORTS	<ul style="list-style-type: none"> ▪ CBSsportsStore.com 15% OFF ▪ Champs Sports \$10 OFF Purchases of \$50 or More ▪ DicksSportingGoods.com 15% off your order ▪ Foot Locker \$10 OFF Purchases of \$50 or More ▪ Footaction \$10 OFF Purchases of \$50 or More ▪ JoesSports.com 20% OFF ▪ Lady Foot Locker \$10 OFF Purchases of \$50 or More 	<ul style="list-style-type: none"> ▪ MCSports.com 20% OFF ▪ Modells.com 15% OFF ▪ NBAStore.com 10% OFF ▪ NFLShop.com 10% OFF NFL Jerseys ▪ Shop.NHL.com 25% OFF Apparel ▪ SportsAuthority.com 15% off entire order! ▪ Store.Nascar.com 15% OFF ▪ TeamStore.com 20% OFF
ONLINE SHOPPING	<ul style="list-style-type: none"> ▪ 1-800-FLOWERS.COM 15% OFF ▪ ALDO Shoes & Accessories 10% OFF ▪ AllPosters.com 20% OFF + FREE SHIPPING AIX ▪ Armani Exchange 20% off ▪ Beauty.com SAVE 10% ▪ Bluefly.com \$15 OFF purchases of \$75 or more ▪ Drugstore.com SAVE 10% at drugstore.com ▪ Eastbay 15% OFF all orders of \$75 or more ▪ eBags.com ▪ ICE.com 20% OFF ▪ Lenovo Thinkpad SAVE up to an additional 29% ▪ Macys.com up to 20% OFF online purchases 	<ul style="list-style-type: none"> ▪ Office Depot 10% OFF all supplies and furniture ▪ Pearle Vision Up to 25% OFF ▪ Popcorn Factory 15% OFF ▪ Shoebuy.com 15% OFF Plus Free Shipping ▪ Shop.Rockport.com 10% off orders over \$100 ▪ Sierra Trading Post 10% off orders of \$100 or more! ▪ SmartBargains 10% OFF ▪ Target.com 10% OFF online ▪ Timberland.com 15% OFF ▪ Toshiba Direct Up to 25% OFF list price ▪ UrbanOutfitters.com 10% ▪ VisionDirect.com Get 10% OFF