



UNITED KINGDOM FAQs

Compensation, Benefits and Retirement

- **When is the last RPS pay day?**

December 15, 2021

- **What Pension Scheme is offered at Vertex? What is the level of employer contribution? Who is the provider?**

The scheme is a group personal pension plan with Scottish Widows. The contribution levels will be same as the Raytheon group personal pension with Standard Life for all staff, regardless of which scheme you are currently enrolled.

- **What are the staff benefits/perks at Vertex? Do they also have a Corporate Perks discount scheme?**

Vertex does offer Corporate Perks. More information will be available after close.

- **When is the salary review held with Vertex? At Raytheon our performance and development is reviewed every year and we have our Performance and Development review discussions in January followed by pay rise effective from 1st April. Will we get pay rise in April 2022?**

The performance review process begins at the end of the calendar year, merit process for eligible Vertex employees occurs in the first quarter of each year. In partnership with Sky leadership, we'll evaluate the compensation strategy to determine if there will be merit increases in 2022.

- **What's the planned date for transferred employees to receive their written statement of employment from Vertex detailing the T&Cs?**

Vertex will provide the written statement of employment 7-10 December 2021.

- **If we change role after we have transferred to Vertex, will we lose our TUPE rights?**

Transferring to Vertex under a TUPE agreement ensures contractual terms are maintained as far as possible. Transferring to an alternative role once employed by Vertex is the choice of the employee.

- **Will our pre-booked annual leave dates for 2022 be honoured by Vertex?**

Yes, pre-booked annual leave dates will be honoured.

- **What is the annual holiday entitlement and when does the holiday year go from/to?**

The annual holiday entitlement will remain the same and on the same annual schedule from January 1 to December 31.



- **For those provided with a company vehicle what are the provisions for a company vehicle via Vertex?**

Vertex will provide a rental vehicle in the same car class as they have today for a temporary period while new car lease agreements and insurance is setup through our legal entity.

- **Will employees who currently receive a vehicle allowance payment in lieu of a lease vehicle continue to receive these payments?**

Yes

- **Will there be a trial period? What happens if it is not successful?**

There is no trial period in a TUPE transfer.

- **Once I've transferred to Vertex, what happens if I decide that I want to leave within the first 3 months. Will I still be offered a redundancy package?**

No. You would need to follow the normal resignation process.

- **Do we know yet who the UK business entity will be? If not, when is this likely to be announced?**

Vertex Company UK 1 Limited

- **When will the consultation with employees based in the UK begin?**

15 November 2021. Consultations concluded on 2 December 2021.

- **When we previously TUPE'd to RPS from Honda, the RPS life assurance policy was 6 x employees' salary. As this was less than Honda employees RPS matched it to 8 x salary to maintain like for like terms and conditions of employment. Can you please confirm that we will continue to have 8 x salary when transferring to the new company?**

Yes, all employees will have the 8x annual salary benefit.

- **I have private healthcare carried over from my previous TUPE. Will this remain with Aviva or will the provider change and will the level of insurance remain?**

Aviva is being retained and the benefit level remains the same as the Raytheon policy.

- **If we move from Aviva, when can we have the information to compare the two covers to ensure it is actually like for like? During previous TUPE it was a lower level of healthcare and had to be upgraded to match.**

The policy is remaining with Aviva on the same benefit level as Raytheon.



- **Long service award - During previous TUPE Honda long service awards were identified as being a higher level than RPS so this was honoured to carry over. Will this continue with the new company?**

Employees who have this benefit from previous TUPE will maintain this benefit.

- **Can you please confirm that our standard contractual terms such as sick pay, paternity/maternity, bereavement leave... will remain if the new company's policy is not equal to or better than what we currently have?**

Employees will still receive leave in accordance with their contractual terms, which meets minimum UK employment law, and as currently programmed in Raytheon systems.

- **Will we still have the flexibility to annually update our chosen benefits (dental, healthcare, cycle to work etc)?**

Employees will be able elect offered voluntary benefits during the annual enrolment period.

- **What if Vertex cannot get on the RoAPT? What will become of the vocational training team?**

Apprenticeship employees will not transfer on Dec 6th.

- **Would the idea of removing our team from the sale and putting us under the RSL umbrella be considered? Where does that leave us with the 6 Dec target and the associated 'delay' in transfer for us?**

All UK employees will transfer with the exception of the Apprenticeship employees as previously communicated.

- **Will employees have to do take any action when joining the Vertex pension plan?**

Employees will be contractually enrolled into the pension at their current contribution amount. Employees who wish to change their contribution amounts may contact Vertex Benefits to discuss options.

- **Some employees have been with Raytheon a long time and are members of a different pension plan. Does Vertex plan to replicate all pension schemes?**

There will be one pension scheme and no change in company contributions.

- **Some employees have death in service benefit of 8 x annual salary- will this be replicated for those employees?**

Yes, all employees will have the 8x annual salary benefit.



- **Will the Private Medical Insurance benefit held by employees who have previously TUPE'd into Raytheon be honoured by Vertex?**
Yes coverage will continue for those contractually entitled. Employees who do not currently have this coverage will be able to elect it during annual enrolment if they choose to do so.
- **Will the benefits such as Private Medical Insurance be available to employees who have not currently signed up, but intend to in the future?**
Employees who do not currently have this coverage will be able to elect it during annual enrolment if they choose to do so.
- **Some employees have time bound travel allowances while other are not time bound (TUPE'd in). Will these be honoured?**
Employees who have travel allowances that were TUPE'd in will maintain these benefits. Those that are time bound will expire per the original agreement.
- **For those who are currently part of the cycle to work scheme and have outstanding balances, what will happen to these when we transfer?**
Vertex will not offer Cycle to Work program in 2022. For the 3 employees who currently have a bicycle, the remaining balance will be forgiven, and no additional deductions will be taken starting with the December 15, 2021 pay date. Employees will need to contact the vendor to discuss the final balloon payment.
- **What will happen to annual leave accrued but untaken? And what will happen to the extra annual leave some employees have bought via salary sacrifice?**
*Employees who have an approved exception will be honored.
Employees who have purchased extra annual leave will keep the portion of leave they have already been deducted. Deductions will cease when employees are transitioned to Vertex.*
- **What is the current annual leave carry over policy?**
37 hours
- **Some employees have different annual leave entitlement due to previous TUPE. Will this be honoured?**
Employees will receive the leave they are entitled to under TUPE.
- **Will Vertex pay date also be the 15th of each month?**
Yes



- **Is there a backup plan in place in case payroll is not ready to go in Dec?**
Vertex is ready to take over payroll for December 2021.
- **If someone has been advised on a pay increase in 2022, will this be considered for merit?**
Based on information received from RTX, no transitioning employees have been advised on a pay increase in 2022.
- **Will pre-approved promotions be honoured?**
Based on information received from RTX, no transitioning employees have pre-approved promotions.
- **Will a copy of the formal transfer letter be made available to all affected employees?**
Employees will receive a farewell letter from RTX. Vertex will provide a welcome letter during inductions as part of on-boarding.
- **Will financial advice be offered where there is any change in the pension schemes being offered with Vertex?**
Vertex does not offer financial advice however information sessions on the change in schemes may be provided.
- **Will we be expected to sign a new contract?**
Vertex may provide a new employment contract to reflect Vertex as the new employer.
- **If we don't change roles (i.e not moved or promoted into a different one), will there be an option to sign a new contract should the conditions offered by Vertex be seen as different (beneficial) to the TUPE'd individual?**
Our plan is to transition employees in their current positions and existing employment agreements. There is no question that benefits may differ, but our intent is to offer similar conditions in the aggregate that employees enjoy today.
- **It was noted that Learning records will be carried over by Vertex. Are there any other personal records that we have a responsibility for carrying over. e.g. PDP Objectives?**
Raytheon has committed to providing relevant employee data to Vertex as part of the transition.
- **Who will be our UK HR representative from the 6th December?**
Vera Raebiger



- **What are the sickness benefits? E.g. sick pay allowance, process behind being off sick.**
Employees will still receive leave in accordance with their contractual terms, which meets minimum UK employment law, and as currently programmed in Raytheon systems.
- **Where is the UK head office going to be?**
The physical location of the Vertex UK operations headquarters is still being determined.
- **Do we have a new name yet? Both for the Whole company and RPS**
Yes, we will have a new Vertex company name and the transitioning Sky business line which will be internally communicated at close.
- **Where will our Vertex Payroll department be based?**
Initially, the Payroll function will be based out of the Vertex Headquarters office in the US in Madison, Mississippi and facilitated by the HR office in Germany.
- **Being an American company, how familiar with UK employment law is Vertex?**
Vertex has done business in the UK previously, but this is the first legal entity setup in the UK. We have a local partner to advise on UK employment laws.
- **Will we receive a copy of our contracts under the new company name prior to the change-over so we can read through and make sure all matches?**
The employment contract will be amended after close.
- **Do we have to sign any documentation agreeing to the move over to the new company?**
The TUPE process will be followed.
- **What is the procedure if the contract does not match – ie a line or two is worded incorrectly, who do we escalate this to?**
Employees will be provided a point of contact to discuss any questions on the employment contract.
- **Will our contract be issued in-depth, ie sick, matt, etc and not just a one-page document?**
The employment contract will include all provisions that are required under UK employment law.



- **Who do we contact if we have any outstanding Raytheon issues once moved over to the new company (HR / pay slip issues etc)?**
Employees may reach out to Vertex by calling the First Call helpline at 888-255-7330 or via email at transitionteam@vtxco.com.
- **If any important information is conveyed over the first week under the new company, how will those on holiday or vacation receive this important information?**
Vertex will provide the information via multiple communication avenues, such as email and an employee portal.
- **What happens to my terms and conditions?**
Vertex will provide employees with a statement of employment on the close date.
- **Will the same pension company be used? (if not which company?)**
The Vertex plan will be through Scottish Widows.
- **What are the key dates for transfer to Vertex?**
All employees will transfer on Dec 6th 2021, apart from those working on the apprenticeship programme. We are unable to confirm a transfer date at present for employees working on the apprenticeship programme.
- **With our pensions, we get a reduced yearly maintenance fee (circa 3%) because Raytheon is so big - will we still benefit from the same?**
Current Raytheon fee is 0.3% and the Vertex fee will be 0.4%.
- **Will we have individual consultations or are the representative meetings covering everything?**
Consultations are being handled through the representative meetings. Employees who wish to discuss individual circumstances can request a meeting after close.
- **Will we continue the OSCAR / awards / peer recommendation schemes?**
Vertex has performance-based awards programs where peers can nominate individuals and teams for the award.
- **Shared Parental Leave- will this benefit be at the statutory rate, or enhanced?**
Employees will still receive leave in accordance with their contractual terms, which meets minimum UK employment law, and as currently programmed in Raytheon systems.



- **Will the vertex employment statement confirming the takeover be sent by post or email?**

Vertex will send the statement of employment via encrypted email.

- **What will happen with our other paid leave: maternity adoption leave, bereavement, compassionate leave, study leave, etc? will they be replicated and extended or just given minimum by UK law?**

Employees will still receive leave in accordance with their contractual terms, which meets minimum UK employment law, and as currently programmed in Raytheon systems.

- **Sickness absence: will this be replicated or just given minimum by UK law? Any Company sick pay scheme?**

Employees will still receive leave in accordance with their contractual terms, which meets minimum UK employment law, and as currently programmed in Raytheon systems.

- **Can the private health insurance be provided to all employees, not just the Honda employees?**

Private Health Insurance is being provided to all employees. A benefit summary will be provided.

- **What other T&C's from our contract are likely to change?**

Vertex will communicate any changes in the terms and conditions of employment in accordance with UK law.

- **How will Vertex be able to access / manage our information for home addresses / payroll info etc currently held in Germany?**

Vertex will only access data that is required on an as-needed basis and it will be in accordance with UK GDPR and any other applicable privacy laws.

- **Will the employee referral scheme be carried over? I've managed to successfully refer someone.**

Vertex does not have a referral scheme today.



- **Some employees used the holiday buy back scheme to purchase an additional 5 days holiday for next year. For some employees, this is essential to their personal circumstances. I would like to know if this will continue. Will Vertex either honour the current arrangement or do something similar to the approach taken to the CTW scheme (waive the remaining payments, but grant the full extra 5 days)?**
Employees who have purchased extra annual leave will keep the portion of leave they have already been deducted. Deductions will cease when employees are transitioned to Vertex.
- **Will Vertex allow an employee to arrange their own workplace pension (on the same agreed contributions) if the employee does not want to use Scottish Widows?**
Employees may arrange their own pension at their cost. Vertex is offering the pension scheme through Scottish Widows.
- **How / where / when can we access bank / salary pay details to verify?**
Employees may complete the direct deposit form and return to Andy McNutt via encrypted file if they would like their banking details to be verified. Vertex has received the final data file to ensure employees will be paid to their bank account on file as of the close date.
- **If we want to consolidate our pensions from new provider, and a cost is associated, will it be covered?**
Employees may consolidate their pensions if they choose to do so. Any fees associated with that choice are at the expense of the employee.
- **Can we seek and have independent legal advice and a review of the contract offers paid for by the company (or we pay and claim back via expenses)?**
Employees may choose to have their statement of employment reviewed by an attorney of their choice and the fees associated with it are at the expense of the employee.