

V2X FAQs (7.5.22)

PTO and Holidays

- **What is the V2X holiday schedule for 2022?**
*There are no changes to the current Vertex, Vectrus, or TTS Holiday Calendars for 2022. The 2023 Holiday Calendar will be released in Q3 as part of our annual Benefits Open Enrollment period.**
- **What is the V2X PTO/Time Off policy? Is there a limit in number of hours?**
*There are no changes to the current Vertex, Vectrus, or TTS PTO/Time-Off policies for 2022.**
- **Will employees PTO/Time Off be paid out as a result of the merger?**
We will retain the current PTO processes and schedules for 2022.

Compensation, Benefits and Retirement

- **Will my current company service credit be honored with V2X?**
All active employees on the payroll as of the close date will maintain full credit for the length of service from their respective companies for the purposes of eligibility and vesting under benefit plans and policies as V2X.
- **What should I expect with regard to salary and total compensation as I transition to V2X? Will it go up, down or remain the same?**
There will be no changes to base pay rates with the merger to V2X.
- **When will V2X do annual performance reviews and merit increases?**
*The performance review process will remain the same for the 2022 performance year.**
- **Does V2X allow overtime work?**
Overtime is still authorized based on work requirements on an as-needed basis as approved by management.
- **When will we have information about our total compensation package?**
There are no base salary compensation changes planned with the merger.
- **Will we receive a formal offer letter from V2X outlining compensation before the merger?**
All employees are in legal entities that are merging and do not require offer letters.

- **Do tuition reimbursement requests need to be re-submitted for pre-approval for programs already in progress? When can employees submit for next semester?**
There are no changes to the Tuition Reimbursement Program in 2022.
- **Does V2X offer modified work schedules, such as 4/10 and 9/80s? Will employees be allowed to maintain their work schedules?**
We offer alternate work schedules in locations that require it to meet customer requirements and as long as those schedules meet federal, state, and/or local labor law standards, such as the Fair Labor Standards Act (FLSA). V2X employees will be allowed to maintain their current work schedules at transition.
- **When will the 401k plans merge?**
The combining of the 401k plans is targeted for 1/1/2024. The current Vertex and Vectrus plans will continue to operate separately until then.
- **Will the company match (if applicable) in the 401k plans be different?**
There will be no change to employer match for 2022. If you are represented by a CBA, your match/contribution will be in accordance with a negotiated CBA.*
- **Will the vesting periods in the 401k plans be different?**
There will be no change to plan vesting periods for 2022. All Vertex & Vectrus service will count towards the plan's vesting schedule. Employee contributions to 401k are always 100% vested.
- **Could you please provide full summary of V2X benefits?**
Employees will remain on the respective Vertex & Vectrus benefit plans (medical, dental, life, disability, etc) through 2023. A 2024 Benefits Summary Guide will be provided in advance of open enrollment in Q4 2023.
- **Will V2X have an employee handbook? Will benefits be effective on day 1 of employment?**
Employees will continue to comply with the policies and procedures that were in place prior to close. As policies and procedures are reviewed and updated, they will be communicated to employees and unions, as applicable.
- **When will employees make benefits selections?**
*Vertex employees will make benefits selections during the Vertex and Open Enrollment period in Q4, 2022 for the 2023 plan year.
 Vectrus employees will make benefits selections during the Vectrus Open Enrollment period in Q4, 2022 for the 2023 plan year.*
- **Does V2X offer parental (paternal/maternal/other) leave?**
There will be no change to leave plans for 2022.

- **Does V2X offer an employee wellness program?**
Vertex and Vectrus have wellness programs that will combine to a V2X wellness program for the 2024 plan year. The current wellness programs will continue separately until then.
- **What benefits does V2X offer for part time employees?**
There are no changes to benefits offered to part employees who are currently eligible for benefits.

Onboarding

- **Will V2X require new compliance training as part of the merger?**
Compliance requirements are being evaluated and will be communicated.
- **When and how is V2X going to communicate information regarding the merger?**
We will initially primarily communicate information via email which will be posted to the respective intranet sites.

Culture

- **What are the programs and policies at V2X related to Diversity, Equity & Inclusion (DEI)?** *V2X will have a DEI function with policies and processes in place that fosters a culture that reflects our core values.*
- **What is the meaning of the company's name "V2X"?**
The V2X name represents the continuation of both brands and symbolizes Vertex and Vectrus coming together to form a new entity. The X in the name represents the next chapter in the company's combined history and invokes feelings of modernization and tech-enablement. We are excited about this new name as we move into the future with our mission focus and innovation mindset.

Union

- **What will happen to V2X employees who are part of a collective bargaining agreement?**
We will recognize the Unions as representatives of employees in the current bargaining units.

Divestiture Status

- **When will we officially become V2X employees?**
You will become a V2X employee immediately after the close of the sale; 5 July 2022.

Future Opportunity

- **What are the advancement opportunities for V2X employees?**
V2X will have a “Performance-Based” culture where people understand their job and what is expected of them. V2X has a very diverse business portfolio with opportunities for skilled artisans, exempt professional subject matter experts and management growth opportunities. We provide internal employees an opportunity for advancement before hiring externally.
- **How does V2X help the professional development and career planning of employees?**
V2X has a Learning Management System (LMS) that has hundreds of voluntary development courses, in addition to annual required courses such as ethics and compliance. We will incorporate other applicable department and/or business unit recurring, certification, and training courses.

Compliance

- **Will transitioning employees be expected to sign a non-disclosure agreement with V2X?**
Employees may be required to sign a Proprietary Information, Non-Solicitation, Innovation, & Return of Property Agreement as we integrate both companies. Existing agreements remain in place.
- **What is the V2X policy regarding inventions by employees? Does V2X retain IP?**
Employees will continue to abide by the policies in place prior to sale.
- **What time keeping system do I use? Where do I find my new charge number?**
Continue to charge your existing charge numbers and timekeeping solutions.

Security

- **Who is my V2X Security POC?**
Your Security POC does not change for 2022.
- **What employee badge will be used after transitioning to V2X?**
There are no changes to employee’s current badges.
- **Will my visitor sponsorships and approvals in the visitor management systems carry forward?**
There will be no changes to visitor sponsorships and approvals.
- **Will my classified visits to other locations remain active?**
There will be no changes in 2022 in how employees submit classified visit requests.

- Who do I contact for classified visit requests to other locations?**
There will be no changes in 2022 in how employees submit classified visit requests to other locations.
- If I'm supporting a classified contract prior to the merger, will my accesses to secure areas and systems remain active?**
Yes, provided your job responsibilities require you to access the areas and/or systems in support of the program
- I currently have a security clearance; are there any actions I need to take to ensure continuity?**
No, if you have an active security clearance and it is required in the performance of your duties, no action is required on your part.
- Who will be the security POC for questions and/or reporting information regarding my security clearance?**
There is no change in how employees report information regarding their security clearances in 2022.
- I currently possess a Common Access Card (CAC); will I be required to return it due to the transition?**
There are no changes to programs that require CAC's at this time.
- Will there be new security policies and procedures issued for my facility?**
Employees will continue to comply with the policies and procedures in place prior to the merger. As they are reviewed and updated, they will be communicated to employees and unions, if applicable.

Finance

- Do I continue to use my current credit cards for business expense? And how do I get reimbursed?**
Yes-continue to use your current assigned Credit Cards and continue to follow same process for reimbursements.
- How do I make reservations and book my company travel?**
Continue to work with your current travel team to book travel tickets; there is no change in the process.
- What is the V2X fiscal year?**
Our annual operating plan is on a calendar year fiscal year. Programs and/or contracts may have a fiscal year that may differ from V2X's fiscal year.

Business Operations

- **V2X seems heavy in government how does commercial training fit in to the bigger picture?**

The diversity of the portfolio was one of the primary reasons for this transaction. We see a variety of opportunities to improve the efficiency of our existing programs and improve the competitiveness of our offerings for new business utilizing our competencies and capabilities that exist within the merging businesses.

- **Can you share organization charts of the functions at V2X?**

Transitioning organization charts are included in the internal CEO communications.

- **Does V2X plan to close any facilities after the merger?**

We will continue to operate out of our primary business locations.

- **Will we have a special V2X logo for our division? Will we be able to affix the logo to products?**

Employees will continue to use their current respective Vectrus and Vertex logos. Our marketing organizations will communicate when the V2X approved logos will be authorized for use. Please do not use the V2X logo (i.e. signature block, letterhead templates, etc...) without obtaining prior permission from Corporate Marketing. The POCs for Corporate Marketing are Jennifer Lucas (Jennifer.Lucas@Vectrus.com) and Jenifer Bailey (Jenifer.Bailey@VTXCo.com).

- **Does V2X offer remote work?**

A core competency of the V2X culture is our agility and responsiveness. We have found that it is maximized when we are able to work in the best collaborative environment. We will be reviewing our remote work policies and practices to ensure we have the best model in place for V2X.

- **Will I have a new Email address, and will I continue to receive Emails sent to my previous Email address?**

Employees will continue to use their existing email addresses.

- **Will I be able to access my current business specific work applications, data and business specific SharePoint sites?**

Employees will have access to all current business specific applications, data and SharePoint sites.

- **Will there be a new Helpdesk number?**

Employees will continue to use the same call-in number to reach the Helpdesk for issues with login, access or other computer/laptop/phone needs.

- **How will free and open-source software be handled under V2X? Will there be a need to resubmit software for approval?**

All software installed on the network needs to be approved by IT regardless of the cost.

****If you are a union member covered by a Collective Bargaining Agreement (CBA), this information applies unless otherwise addressed in your CBA.***