



# TPWD Benefits at a Glance

BENEFIT	WHO IS ELIGIBLE	WHAT YOU RECEIVE	WHO PAYS
Health Insurance	All TPWD employees are eligible to select health coverage from the managed care plan; Health Select, Consumer Directed Health Select or from a Health Maintenance Organization (HMO), if available.	Comprehensive health and prescription drug benefits, along with \$5,000 Basic Term Life insurance and \$5,000 Accidental Death and Dismemberment after a 60-day waiting period.	The state paid portion depends on employee status (Full- or part-time) and the level of health coverage selected.  Employee pays cost of remaining premium through payroll deduction.
Dental Coverage	All TPWD employees	Three dental plans-two plans provide discounted treatment fees through contracted dentists; the other has choice of dentist with deductibles and copayments.	Employee pays the premium through payroll deduction; premium is based on coverage selected.
Vision Coverage	All TPWD employees	A broad and diverse network of independent ophthalmologists and optometrists including 46 of the Top 50 optical retail chains across the country.	Employee pays the premium through payroll deduction; premium is based on coverage selected.
Optional Coverage	All TPWD employees	Term Life, Accidental Death and Dismemberment, Long and Short Term Disability, and Dependent Term Life Insurance.	Employee pays the premium through a payroll deduction. Premiums are based on coverage option selected.
Retirement	All TPWD employees are members of the Employees Retirement System (ERS) immediately upon their hire date.	A retirement annuity when employee becomes eligible to retire.  At retirement, the employee is eligible to select from six retirement options.  Employee contribution plus 2% interest is refundable if the employee leaves state employment before retirement.  Employee contribution is made on a pre-tax basis. Vesting is at ten years for employees hired after September 1, 2009.	9.5% of the employee's gross monthly salary is deducted and placed in an ERS account.  The State of Texas matches that contribution also at 9.5% of the employee's gross monthly salary.
Supplemental Retirement	All TPWD employees	Two plans are available: 457 and 401k, with various types of investment plans within these programs: variable and fixed annuities, mutual funds, banks/savings & loans, credit unions, stock plans and fixed income plans.  Money deferred is not subject to federal withholding until withdrawn from plan.	Employee is enrolled automatically in the 401(k) plan at 1%. Employee pays any additional Supplemental Retirement deferred monies and any applicable fees.  TPWD and the State of Texas pay most of the administrative costs of program.
Flexible Benefits	All TPWD employees	Group Insurance premiums (except disability premiums and dependent life) are paid on a pre-tax basis.  Options to pay other eligible dependent and health care expenses with tax-free dollars are available.	Employee elects amount of salary redirection based on minimum and maximum limits.

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Annual (Vacation) Leave	All TPWD employees. May be used after 6-months continuous state service.	A set number of vacation hours earned per month based on years of state employment.  New employees with no previous state employment accrue 8 hours per month.  Prorated for part-time employees.	TPWD
Sick Leave	All TPWD employees	Eight hours per month with unlimited accumulation.  Prorated for part-time employees.	TPWD
Holidays	All TPWD employees	Designated holidays authorized by the Legislature.  Prorated for part-time employees.	TPWD
Family and Medical Leave	Employees who have been employed by the state for at least 12 months (does not have to be continuous) and have been physically on the job at least 1,250 hours during the 12-month period immediately preceding the need for leave.	12 weeks of job protected leave during a 12-month period for <ul style="list-style-type: none"> <li>• birth or placement of a child or to care for the newborn within 12 months of birth or placement,</li> <li>• care of an immediate family member with a serious health condition,</li> <li>• the employee's own serious health condition, or</li> <li>• any qualifying exigency arising out of the call to active duty status of an immediate family member.</li> </ul> 26 weeks of job protected leave during a 12-month period to care for a covered service member with a serious injury or illness.	Employee uses available leave.  TPWD will continue to pay the state's contribution toward the employee health insurance.
Sick Leave Pool	TPWD employees who have a catastrophic illness or injury, or whose immediate family member has such, and who have exhausted all paid leave, may request sick leave pool.	An additional amount of paid sick leave up to a maximum of 720 hours to be used after exhausting all paid leave (pending eligibility, documentation and approval).  Prorated for part-time employees.	TPWD  The sick leave hours are donated to the pool by TPWD employees.
Extended Sick Leave	TPWD employees with two years of continuous employment with TPWD who have a catastrophic illness or injury, and who have exhausted all paid leave, may request extended sick leave.	An additional amount of paid sick leave up to a maximum of 480 hours to be used after exhausting all paid leave (pending eligibility, documentation and approval).  Prorated for part-time employees.	TPWD on a case by case basis
Emergency Leave	All TPWD employees	Up to 24 hours of paid leave in the event of death of immediate family member.	TPWD
Jury Duty	All TPWD employees	Leave with pay during jury service.	TPWD
Military Leave	TPWD employees who are members of state military or reserve components	Up to fifteen work days per federal fiscal year (October – September) when called to active duty for training.  Special Military leave (differential pay) available if called to active duty for Homeland Security.  Up to fifteen work days per fiscal year (September – August) to obtain medical or mental health care administered by the Veterans Health Administration.	TPWD

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Benefit Replacement Pay	TPWD employees who worked for the State of Texas on August 31, 1995 and have not had a break in service of at least a year.	Up to \$1,026.86 per calendar year of benefit replacement pay.	TPWD
Flextime & Compressed Work Schedules	TPWD employees in certain positions	Employee may, with supervisor approval, schedule their work hours between 7:00 a.m. and 6:00 p.m., with a minimum 30-minute lunch.	TPWD and the Employee
Workers' Compensation	All TPWD employees injured on-the-job or with an occupational illness	Eligibility for one or more of the following benefits: Medical, Pharmacy, Weekly Compensation, Travel Reimbursement or Death/Burial Benefits.	TPWD
Longevity Pay	All full-time regular TPWD employees with three or more years of state service.	\$20.00 per month for each two years of service with a maximum of \$280.00 per month.	TPWD
Hazardous Duty Pay	All certified peace officers	Employee receives an additional \$10 per month for every year of service in a hazardous duty position.	TPWD
Merit Pay	TPWD employees with at least 6 months of TPWD service who have not received a merit or promotion within 6 months and have a current performance review which meets eligibility criteria.	A monthly salary increase or one-time payment.	TPWD
State Employee Charitable Campaign	All TPWD employees	Option to choose charity and amount to be donated to an approved charity of employee's choice.	Employee pays through payroll deduction.
Direct Deposit of Paycheck	All regular salaried and hourly TPWD employees	Direct deposit of monthly salary warrants to employee's designated bank or credit union.	Employee pays any applicable fees to their bank or credit union.
Employee Assistance Program	All TPWD employees	Limited number of free counseling and referral services for TPWD employees and dependents.	TPWD
Tuition Reimbursement	TPWD employees with at least 12 months of TPWD service	Reimbursement up to \$1,000 per semester, not exceed \$3,000 per fiscal year, for academic coursework tuition, subject to availability of funds and certain limitations.  Prorated for part-time employees.	TPWD
Telecommuting	TPWD employees in certain positions with at least 6 months of TPWD service	Opportunity to work from home in accordance with a telecommuting policy.	TPWD and the Employee
Parking	All TPWD employees	Free parking in lots in close proximity; designated parking is provided for employees with disabilities.	TPWD
Salaried employees are paid once a month, on the first work day of the month. Hourly employees are paid no later than the 15 <sup>th</sup> calendar day of the following month.			